

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	DAIZ		
FIRST NAME	DEVIANNE JANE		NAME EXTENSION (JR., SR) NA
MIDDLE NAME	ESMAS		
3. DATE OF BIRTH (mm/dd/yyyy)	01/19/1989	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	PALOMPON, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
7. HEIGHT (m)	1.57		
8. WEIGHT (kg)	52	ZIP CODE	6521
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
10. GSIS ID NO.	2005554679		
11. PAG-IBIG ID NO.	1210-0439-2820		
12. PHILHEALTH NO.	12-050801583-1	ZIP CODE	6538
13. SSS NO.	06-2891483-7	19. TELEPHONE NO.	NA
14. TIN NO.	274-568-498-000	20. MOBILE NO.	09993490085
15. AGENCY EMPLOYEE NO.	V01126	21. E-MAIL ADDRESS (if any)	deviannejane.daiz@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	DAIZ		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	VISCONDE	NAME EXTENSION (JR., SR) NA	VANIA ISABELLA E. DAIZ	02/07/2013
MIDDLE NAME	BULADO		VENICE ISIDORE E. DAIZ	08/04/2019
OCCUPATION	SELF-EMPLOYED		DEVIN LUKA E. DAIZ	10/23/2021
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	NA			
FIRST NAME	NA	NAME EXTENSION (JR., SR) NA		
MIDDLE NAME	NA			
25. MOTHER'S MAIDEN NAME				
SURNAME	ESMAS			
FIRST NAME	JENNIFER			
MIDDLE NAME	OMEGA			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	SAN JUAN ELEMENTARY SCHOOL	BASIC EDUCATION	JUNE, 1994	MARCH, 2000	NA	2000	VALEDICTORIAN
SECONDARY	NORTHERN LEYTE COLLEGE	SECONDARY EDUCATION	JUNE, 2000	MARCH, 2004	NA	2004	VALEDICTORIAN
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA	NA	NA	NA
COLLEGE	VELEZ COLLEGE	BACHELOR OF SCIENCE IN NURSING	JUNE, 2004	MARCH, 2008	NA	2008	VNAA SCHOLAR
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MASTER IN NURSING MAJOR IN MENTAL HEALTH AND PSYCHIATRIC NURSING	NOV, 2009	MARCH, 2012	NA	2012	NA

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/3/22
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[illegible]

V. WORK EXPERIENCE

*(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.*

[illegible]

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gained.

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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	WORLDWIDE MARRIAGE ENCOUNTER	03/26/2016	PRESENT		TEAM COUPLE

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED


(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	MENTAL HEALTH FRONTLINERS TRAINING	10/16/2021	11/20/2021	6.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	RE-ORIENTATION OF EMPLOYEE'S DUTIES AND RESPONSIBILITIES AND GOOD CUSTOMER SERVICE	9/23/2021	9/23/2021	4.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	VSU FACULTY ONBOARDING	8/16/2021	8/18/2021	24.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	ADPCN SUMMER CONFERENCE 2021	5/28/2021	5/29/2021	16.0	TECHNICAL	ADPCN
	SEXUAL ORIENTATION AND GENDER IDENTITY	2/17/2021	2/17/2021	8.0	TECHNICAL	DOST
	THE BASIS OR RECORDS MANAGEMENT	1/27/2021	1/27/2021	8.0	TECHNICAL	DOST
	INTRODUCTION TO ONLINE TEACHING	12/14/2020	12/14/2020	8.0	TECHNICAL	AKADASIA SINGAPORE/ VISAYAS STATE UNIVERSITY
	ISO 9001:2015 AWARENESS/ RE-AWARENESS WEBINAR	11/27/2020	11/27/2020	8.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	RESPONDING TO THE CHALLENGES OF THE NEW NORMAL	10/29/2020	10/30/2020	16.0	TECHNICAL	ASSOCIATION OF DEANS OF PHILIPPINE COLLEGES OF NURSING, INC.
	NURSING THE WORLD TO HEALTH	10/20/2020	10/22/2020	24.0	TECHNICAL	PHILIPPINE NURSES ASSOCIATION, INC.
	2nd NATIONAL NURSING RESEARCH WEBINAR	09/25/2020	09/25/2020	8.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	WEBINAR ON INTRODUCTION TO COPYRIGHT AND FAIR USE FOR EDUCATORS	08/28/2020	08/28/2020	3.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	MANAGING OLDER PERSONS WITH FRAILITY: INTERPROFESSIONAL APPROACH	08/20/2020	08/20/2020	8.0	TECHNICAL	UNIVERSITY OF THE PHILIPPINES MANILA COLLEGE OF NURSING
	WEBINAR ON FLOURISHING THROUGH ADVERSITY	08/19/2020	08/19/2020	8.0	TECHNICAL	COMMISSION ON HIGHER EDUCATION
	FLEXIBLE LEARNING IMPLEMENTATION IN NURSING EDUCATION	08/01/2020	08/10/2020	14.0	TECHNICAL	ASSOCIATION OF DEANS OF PHILIPPINE COLLEGES OF NURSING, INC.
	ORIENTATION ON THE EFFECTIVE IMPLEMENTATION OF FLEXIBLE LEARNING MANAGEMENT SYSTEM	07/02/2020	07/02/2020	8.0	TECHNICAL	EASTERN VISAYAS HIGHER EDUCATION INSTITUTIONS FLEXIBLE LEARNING MANAGEMENT SYSTEM CONSORTIUM
	ENHANCING RESILIENCE IN THE WORKPLACE	06/08/2020	06/08/2020	8.0	TECHNICAL	ROTARACT CEBU FUENTE
	GOOGLE CLASSROOM AS A LEARNING MANAGEMENT SYSTEM	05/19/2020	05/21/2020	24.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	ONLINE TRAINING ON DEVELOPING A MOODLE ONLINE CLASSROOM	05/13/2020	05/15/2020	24.0	TECHNICAL	VISAYAS STATE UNIVERSITY
	RESEARCH PROPOSAL ENHANCEMENT WORKSHOP	07/04/2019	07/06/2019	24.0	TECHNICAL	EASTERN VISAYAS HEALTH RESEARCH AND DEVELOPMENT CONSORTIUM
	BASIC RESEARCH METHODS TRAINING	03/19/2019	03/22/2019	32.0	TECHNICAL	EASTERN VISAYAS HEALTH RESEARCH AND DEVELOPMENT CONSORTIUM
	OUTCOMES-BASED EDUCATION TEACHING-LEARNING ACTIVITIES AND ASSESSMENT	06/04/2018	06/05/2018	16.0	TECHNICAL	VELEZ COLLEGE
	SEPSIS	12/17/2018		8.0	TECHNICAL	VELEZ COLLEGE
	REACHING NEW HEIGHTS IN EVIDENCE-BASED PRACTICE THROUGH RESEARCH	12/05/2018		8.0	TECHNICAL	VELEZ COLLEGE

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	DANCING		NA		PHILIPPINE NURSES ASSOCIATION
	PLAYING VOLLEYBALL				VISAYAS STATE UNIVERSITY- FACULTY ASSOCIATION
	BAKING				VELEZ NURSES ALUMNI ASSOCIATION

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/3/22
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,  
a. within the third degree?  
b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:  
\_\_\_\_\_

35. a. Have you ever been found guilty of any administrative offense?  
  
b. Have you been criminally charged before any court?

☐ YES☒ NO

If YES, give details:  
\_\_\_\_\_

☐ YES☒ NO

If YES, give details:  
Date Filed: \_\_\_\_\_  
Status of Case/s: \_\_\_\_\_

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

☐ YES☒ NO

If YES, give details:  
\_\_\_\_\_

37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?

☒ YES☐ NO

If YES, give details:  
RESIGNATION

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?  
  
b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?

☐ YES☒ NO

If YES, give details: \_\_\_\_\_

☐ YES☒ NO

If YES, give details: \_\_\_\_\_

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ NO

If YES, give details (country):  
\_\_\_\_\_

40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:  
a. Are you a member of any indigenous group?  
b. Are you a person with disability?  
c. Are you a solo parent?

☐ YES☒ NO

If YES, please specify: \_\_\_\_\_

☐ YES☒ NO

If YES, please specify ID No: \_\_\_\_\_

☐ YES☒ NO

If YES, please specify ID No: \_\_\_\_\_

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
ANNE CAROLINE G. MENDEZ	EL DORADO SUBDIVISION BANILAD, CEBU CITY	9328734330
DR. JOHNNY J. YAO, JR.	F. RAMOS STREET CEBU CITY	9227033938
JESSICA L. DICIDCAN	DECCA HOMES TALISAY CITY, CEBU	9158915022

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.

PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)  
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID:	PRC
ID/License/Passport No.:	0507751
Date/Place of Issuance:	9/12/2008, CEBU CITY

Signature (Sign inside the box)
1/3/22
Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 18 FEB 2022, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN L. GUINOCOR  
VSU Chief Legal Officer

Person Administering Oath

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## WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied for.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed starting with the most recent/present employment

- Duration: January 14, 2019 - present
  - Position: Instructor I (Regular Temporary)
  - Name of Office/Unit: Visayas State University - College of Nursing
  - Immediate Supervisor: Joel Rey U. Acob
  - Name of Agency/Organization and Location: Visayas State University/ Visca, Baybay City, Leyte
  
  - List of Accomplishments and Contributions (if any)
    - Perform instruction, research and extension services in the College of Nursing.
    - Participated in related activities initiated by the university.
    - Appointed as college dDRC
    - Appointed as Academic Adviser
  - Summary of Actual Duties
    - Involves in instruction, research and extension services in the university. Appointed as Academic Coordinator and college dDRC. Teaches the following subjects: Health Assessment (Lec and RLE), Psychiatric Nursing and Outcomes-based Appraisal 2
- 
- Duration: December 9, 2009 – December 31, 2019
  - Position: Clinical Instructor (Regular Tenured)
  - Name of Office/Unit: College of Nursing
  - Immediate Supervisor: Dr. Ma. Carol R. Kangleon, RN, MN, DScN
  - Name of Agency/Organization and Location: Velez College / Cebu City
  
  - List of Accomplishments and Contributions (if any)
    - Facilitated student-related activities both in the classroom, hospitals and in the community.
    - Member of faculty committees involved in revising policies, rules and manuals.
    - Participated actively as a member during the Level II PAASCU Accreditation.
    - Spearhead in the Level III PAASCU Accreditation in the area of Community.
  - Summary of Actual Duties
    - Involves in instruction, research and extension services of the college.
    - Directs, manages and evaluates student learning both in the classroom and in the clinical setting.
    - Prepares teaching-learning activities and approaches specific to the level of the learner and course's outcomes.
    - Assists the students in integration of theory and practice, specific to the course's learning activities and level of the learner.



- Provides timely and ongoing feedback on the students' performance in class as well as in the clinical setting.
- Conducts student consultation.

- Duration: June 1, 2016 – May 31, 2018
- Position: Academic Coordinator
- Name of Office/Unit: College of Nursing
- Immediate Supervisor: Dr. Ma. Carol R. Kangleon, RN, MN, DScN
- Name of Agency/Organization and Location: Velez College / Cebu City

- List of Accomplishments and Contributions (if any)
  - Revision and implementation of the new curriculum and Outcomes-Based Education.
  - Spearhead on faculty and student-related activities.
  - Revision and implementation of the retention policies of the college.
  - Member of the investigating body.
- Summary of Actual Duties
  - Makes informed and positive contributions to the planning and development of College initiative.
  - Supervises performance and progress of colleagues.
  - Participates in appraisal processes.
  - Delegates tasks as necessary and as appropriate.
  - Prepares faculty loading and ensures appropriate number of faculty.
  - Involves in the selection of new faculty members.
  - Conducts orientation and endorsement of the new faculty members.
  - Responsible for creating schedule of the student's professional subjects.
  - Coordinates with the other colleges regarding class schedules and use of classrooms.
  - Attends various meetings, relevant seminars and trainings.
  - Ensures that teaching resources are made available to colleagues.
  - Identifies and monitors students at risk.
  - Involves in conflict resolution.

- Duration: June 1, 2015 – May 31, 2016
- Position: RLE Coordinator
- Name of Office/Unit: College of Nursing
- Immediate Supervisor: Dr. Ma. Carol R. Kangleon, RN, MN, DScN
- Name of Agency/Organization and Location: Velez College / Cebu City

- List of Accomplishments and Contributions (if any)
  - Revised the RLE Manual (Steppingstones)
  - Revised the RLE Instructional Program
- Summary of Actual Duties
  - Responsible for creating schedule of the student's related learning experience in the clinical and community setting.
  - Responsible for facilitating and the renewal of Memorandum of Agreements with the hospitals and community where the college is affiliated.

- Responsible for ensuring compliance with the PRC requirements regarding OR and DR cases.
- Responsible for ensuring compliance of the required number of hours of the Related Learning Experiences.

- Duration: September 9, 2009 – December 7, 2009
- Position: Nurse Trainee
- Name of Office/Unit: Nursing Service
- Immediate Supervisor: Mrs. Wivina Nazareno, RN
- Name of Agency/Organization and Location: Cebu Velez General Hospital/ Cebu City
- Summary of Actual Duties
  - Promotes and restores patients' health by completing the nursing process.
  - Collaborates with physicians and multidisciplinary team members.
  - Provides physical and psychological support to patients and significant others.

  
**DEVIANNE JANE E. DAIZ**  
Name and Signature

Date: 1/3/22