

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	MERA FUENTES		
FIRST NAME	ANDREW	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CABEROS		
3. DATE OF BIRTH (mm/dd/yyyy)	02/01/1998	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	KANANGA	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street LOWER POBLACION HILOCTOGAN Subdivision/Village Barangay KANANGA LEYTE City/Municipality Province
7. HEIGHT (m)	1.70	ZIP CODE	6531
8. WEIGHT (kg)	66		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	House/Block/Lot No. Street LOWER POBLACION HILOCTOGAN Subdivision/Village Barangay KANANGA LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6531
11. PAG-IBIG ID NO.	121255418127		
12. PHILHEALTH NO.	1325-0606-5139		
13. SSS NO.	06-4333671-7	19. TELEPHONE NO.	N/A
14. TIN NO.	382-204-537	20. MOBILE NO.	09391347145
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	andrewmerafuentes@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A		N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	MERA FUENTES		N/A	N/A
FIRST NAME	ROGELIO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	PEPITO		N/A	N/A
25. MOTHER'S MAIDEN NAME	LUCIANA URDANEZA CABEROS		N/A	N/A
SURNAME	CABEROS		N/A	N/A
FIRST NAME	LUCIANA		N/A	N/A
MIDDLE NAME	URDANEZA		(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	HILOCTOGAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	2004	2010	N/A	2010	VALUIC ORIAN
SECONDARY	LIM-AO NATIONAL HIGH SCHOOL	HIGH SCHOOL	2010	2014	N/A	2014	SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BS IN MECHANICAL ENGINEERING	2014	2019	N/A	2019	POST SCHOLAR
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	August 18, 2022
-----------	---	------	-----------------



#### IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE


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

[illegible]

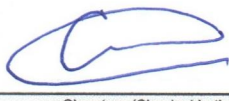
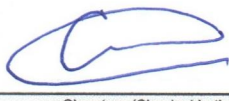
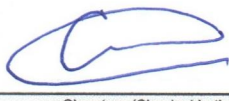

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>		<b>DATE</b>	August 18, 2022
------------------	---	-------------	-----------------



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			
	Lim-ao National High School	30/06/2022	30/06/2022	4.0	Guest Speaker - 16th Commencement Exercises	
	Barangay Council - Hiloctogan, Kananga	08/13/2020	08/13/2020	4.0	Tree Planting	
(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			
	Machinery and IoT Training Based on Simulation Technology in Industry 4.0	13/06/2022	13/06/2022	3.0	Technical	Metals Industry Research and Development Center - DOST
	Webiserye on Machine Shop Operations: Milling Operations	31/05/2022	31/05/2022	3.0	Technical	Metals Industry Research and Development Center - DOST
	Principles of Occupational Safety	26/05/2022	26/05/2022	3.0	Technical	Metals Industry Research and Development Center - DOST
	CET Strategic Planning and RDE Agenda Setting Workshop 2022	16/03/2022	17/03/2022	12.0	Technical	College of Engineering and Technology, Visayas State University
	VSU E-Learning Environment Training - Workshop Series	18/12/2020	18/12/2020	8.0	Technical	Visayas State University
	Mechanical Engineering Research and Extension Proposal Writing Workshop	18/10/2020	18/10/2020	8.0	Technical	Dr. Rosa Ophelia D. Velarde
	11th Middle East Regional Conference (Pre Webinar)	17/07/2020	17/07/2020	3 hours	Technical	PSME Middle East Chapters
	66th PSME National Convention	17/10/2018	19/10/2018	16 hours	Technical	Philippine Society of Mechanical Engineers
	PSME-OKC General Membership Meeting and 1st Technical Conference	28/07/2018	28/07/2018	4 hours	Technical	PSME Ormoc-Kananga Chapter
	On-the-Job Training, Tsuneishi Heavy Industries, (Cebu) Inc.	20/06/2018	27/07/2018	240 hours	Technical	Tsuneishi Heavy Industries, (Cebu) Inc.
	Health and Safety Orientation (with stimulation-based safety training)	17/06/2018	18/06/2018	8 hours	Technical	Tsuneishi Heavy Industries, (Cebu) Inc.
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	Playing musical instruments					
	Designing event posters/tarp					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	August 18, 2022	



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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>KENNETH ORAIZ</td><td>PANGASUGAN, BAYBAY CITY, LEYTE</td><td>9617962057</td></tr><tr><td>JUNDY R. CASTIL, MSME, ME</td><td>VISCA, BAYBAY CITY, LEYTE</td><td>9124147540</td></tr><tr><td>ENGR. EVELYN T. PAGADOR</td><td>THICI, BALAMBAN, CEBU</td><td>9124463690</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	KENNETH ORAIZ	PANGASUGAN, BAYBAY CITY, LEYTE	9617962057	JUNDY R. CASTIL, MSME, ME	VISCA, BAYBAY CITY, LEYTE	9124147540	ENGR. EVELYN T. PAGADOR	THICI, BALAMBAN, CEBU	9124463690
NAME	ADDRESS	TEL. NO.											
KENNETH ORAIZ	PANGASUGAN, BAYBAY CITY, LEYTE	9617962057											
JUNDY R. CASTIL, MSME, ME	VISCA, BAYBAY CITY, LEYTE	9124147540											
ENGR. EVELYN T. PAGADOR	THICI, BALAMBAN, CEBU	9124463690											
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.													
<table><tr><td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID:</td><td>PRC LICENSE</td></tr><tr><td>ID/License/Passport No.:</td><td>0109507</td></tr><tr><td>Date/Place of Issuance:</td><td>03/10/2020 ROBINSONS ORMOG</td></tr></table>	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 LICENSE	ID/License/Passport No.:	0109507	Date/Place of Issuance:	03/10/2020 ROBINSONS ORMOG	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>8/18/22</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	8/18/22	Date Accomplished
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 LICENSE												
ID/License/Passport No.:	0109507												
Date/Place of Issuance:	03/10/2020 ROBINSONS ORMOG												
													
Signature (Sign inside the box)													
8/18/22													
Date Accomplished													
													
SUBSCRIBED AND SWORN to before me this <u>14 SEP 2022</u> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td>ATTY. RYAN L. GUIMOCOR VSU Chief Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table>		ATTY. RYAN L. GUIMOCOR VSU Chief Legal Officer	Person Administering Oath										
ATTY. RYAN L. GUIMOCOR VSU Chief Legal Officer													
Person Administering Oath													



## WORK EXPERIENCE SHEET

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

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 from most recent first.

- Duration: September 11, 2020 - present
- Position: Instructor I
- Name of Office/Unit: Department of Mechanical Engineering (DME)
- Immediate Supervisor: Jundy R. Castil
- Name of Agency/Organization and Location: Visayas State University – VisCA, Baybay City, Leyte
  
- List of Accomplishments and Contributions (if any)
  1. **Produced Instructional Materials for subjects taught during the academic years 2020-2021 and 2021-2022.**
  2. **Contributed to the first Mechanical Engineering Review for graduating students.**
  3. **Made a significant contribution to the AACCUP Level I accreditation of the Department of Mechanical Engineering.**
  
- Summary of Actual Duties
  1. **Prepares Learning Guides, PPTs, quizzes, and major examinations for all subjects undertaken.**
  2. **Prepares Course Syllabi and TOS for all subjects undertaken.**
  3. **Conducts blended learning class (online and face-to-face) for all subjects undertaken.**
  4. **Conducts class consultations for students who have concerns and clarifications regarding the subject.**
  5. **Acts as an adviser for Mechanical Engineering students (batch 2020).**
  6. **Acts as the adviser of the Philippine Society of Mechanical Engineers – VSU Student Unit for the academic years 2020-2021 and 2021-2022.**

  
ANDREW C. LIBRANTES

(Signature over Printed Name  
of Employee/Applicant)

Date: 18/08/2022