CS Form No. 212 Revised 2017

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

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) 2. SURNAME FERNANDEZ NAME EXTENSION (JR., SR) FIRST NAME RICKY DANN MIDDLE NAME MODINA 3. DATE OF BIRTH 01/26/1992 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization PANGASUGAN, BAYBAY, LEYTE Pls. indicate country: 4. PLACE OF BIRTH If holder of dual citizenship, please indicate the details ✓ Male Female 5 SEX -✓ Single Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No. Widowed Separated PANGASUGAN Other/s: Subdivision/Village Barangay BAYBAY LEYTE 7. HEIGHT (m) 1.68 m City/Municipality Province 8. WEIGHT (kg) 65 kg ZIP CODE 6521 9. BLOOD TYPE 0 House/Block/Lot No. Street PANGASUGAN 10 GSIS ID NO 02131-474802-8 Subdivision/Village Barangay BAYBAY LEYTE 11. PAG-IBIG ID NO 121209636154 City/Municipality Province 12. PHILHEALTH NO 13-025442107-4 ZIP CODE 6521 13. SSS NO N/A 19. TELEPHONE NO. N/A 14. TIN NO 333-298-546 09983372625 20. MOBILE NO. 15. AGENCY EMPLOYEE NO. V01236 21. E-MAIL ADDRESS (if any) danrickie2692@gmail.com 22 SPOUSE'S SURNAME N/A 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME 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 **FERNANDEZ** 24 FATHER'S SURNAME N/A N/A NAME EXTENSION (JR., SR) FIRST NAME **NARCISO** N/A N/A MIDDLE NAME **GUCELA** N/A N/A 25. MOTHER'S MAIDEN NAME N/A N/A SURNAME MODINA N/A N/A **TERESITA** FIRST NAME N/A N/A MIDDLE NAME **POSAS** (Continue on separate sheet if necessary) SCHOLARSHIP PERIOD OF ATTENDANCE HIGHEST LEVEL! NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR LEVEL UNITS EARNED GRADUATED (Write in full) (Write in full) HONORS (if not graduated) RECEIVED From To 1ST HON ELEMENTARY PANGASUGAN ELEMENTARY SCHOOL N/A 1998 2004 N/A 2004 **MENTION** SECONDARY **BUNGA NATIONAL HIGH SCHOOL** N/A 2005 2008 N/A 2008 N/A VOCATIONAL / N/A N/A N/A N/A N/A N/A N/A TRADE COURSE COLLEGE **VISAYAS STATE UNIVERSITY BACHELOR OF SCIENCE IN AGRIBUSINESS** 2008 2017 N/A N/A N/A **GRADUATE STUDIES** N/A N/A N/A N/A 2017 N/A N/A SIGNATURE DATE 06 15 2023

STATE OF THE STATE	ERVICE ELIC								5-1
	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE RATING (If Applicable)			DATE OF EXAMINATION / PLACE OF EXAMINA		ATION / CONFER	, RMENT	LICENSE (if, applicable)	
	BARANGAY ELIGIBILITY / DRIVER'S LICENSE (If Applicable)			CONFERMENT				NUMBER*	Validity
Civil	Service Profe	rvice Professional Eligibility 81.0 06/08/17 St. Joseph College, Maasin City, Southern Leyte				uthern Leyte	Cert. No. 0227, s.2017	01/09/17	
				15					

/. WORK I	EXPERIENCE		(C	ontinue on separate sh	eet if necessary)				
Include priv	vate employme	ent. Start from your recen	work) Description	of duties should b	e indicated in the attached	l Work Expe	ience sheet.		
	USIVE DATES nm/dd/yyyy)	POSITION 1 (Write in full/Do not		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
01/02/21	PRESENT	ADMIN AIDE III		VSU- ACCOUN	TING OFFICE	667.18/day		CASUAL	Y
24/09/18	31/01/21	ADMIN AIDE I		VSU- ACCOUN	VSU- ACCOUNTING OFFICE			JOB ORDER	Y
05/03/18	21/07/18	FIBER WAREHOUSEMA	N	PULP SPECIAL	TIES PHIL. INC.	9,000.00		CONTRACTUAL	N
04/07/17	31/12/17	ADMIN AIDE I		VISAYAS STAT	E UNIVERSITY-	7,000.00		JOB ORDER	Y
				COMMISSION	JN AUDII				
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				Continue on separate si	heet if necessary)				
SIGI	NATURE	PSF.7			DATE		06/15/2	3	

VOLUNTARY WORK OR INVOLVEMENT	N CIVIC / NON-GOVERNMENT	/ PEOPLE / VO	LUNTARY O	RGANIZATION	/S		
	NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy) From To		POSITION / NATURE OF WORK		
N/A		N/A	N/A	N/A		N/A	
N/A			N/A	N/A		N/A	
N/A	N/A	N/A	N/A	- 5.5	N/A		
N/A	N/A	N/A	N/A		N/A		
N/A		N/A				N/A	
N/A		N/A				N/A	
N/A		N/A	N/A	N/A		N/A	
. LEARNING AND DEVELOPMENT (L&D)		ontinue on separate s					
TITLE OF LEARNING AND DEVELOPMENT INTE (Write in full	INCLUSIVE ATTEN (mm/d	DATES OF DANCE d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)		
Laws and Rules on Governme	ont Evnandituras	10/25/2022	To 10/28/2022	32.0		COA Region 8	
9001:2015 Awareness/Re-aw			08/31/2022	16.0		Visayas State University	
Webinar: RA11313 Safe	12/10/2020	12/10/20	3.0		Visayas State University		
ISO 9001:2015 Awareness/Re-a		11/27/2020	11/27/2020	4.0		Visayas State University	
Webinar " Seminar on Finance		12/2/2020	12/03/20	16.0		VICARP-DOST-PCAARRD Los Baños Laguna	
Orientation Workshop Among J		1/15/2019	1/15/2019	8.0	31 1 1	Visayas State University	
GST cum Orientation on Skills Com		04/05/18	04/05/18	8.0		Visayas State University	
III. OTHER INFORMATION		Continue on separate				MEMBERSHIP IN ASSOCIATION/ORGANIZATI	
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				33. (Write in full)		
TECHNICAL SKILLS (MICROSOFT)	N			N/A			
INTERPERSONAL SKILLS			A		N/A		
SIGNATURE	Bok	(Continue on separat	e sheet if necessa)ATE	CS FORM 212 (Revised 2017), Page	

34.	Are you related by consanguinity or affinity to the appointing of	r recommending authority or to the	3		*				
	chief of bureau or office or to the person who has immediate s		,	ž , , , , , , , , , , , , , , , , , , ,					
	Bureau or Department where you will be apppointed,			• 4					
	a. within the third degree?	YES	✓ NO						
	b. within the fourth degree (for Local Government Unit - Caree	er Employees)?	YES	□ NO					
		a Employees).	If YES, give detail						
		ii i Lo, give detall							
25	a. Have you ever been found guilty of any administrative offer	nse?							
35.	a. Have you ever been lound guilty of any autilities alive offer	YES	✓ NO						
			If YES, give detail	S:					
	b. Have you been criminally charged before any court?		YES	✓ NO					
	sirrare yearson ommany charges solote any court.		If YES, give detail						
			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							
50.	any court or tribunal?	, accept a series of regulation by	YES	✓ NO					
			If YES, give detail	э.					
37.	Have you ever been separated from the service in any of the		✓ YES	□ NO					
	dropped from the rolls, dismissal, termination, end of term, fin	ished contract or phased out (abolition) in		S:					
	the public or private sector?		resignation						
38.	a. Have you ever been a candidate in a national or local election	on held within the last year (except	YES	✓ NO					
	Barangay election)?		If YES, give deta	ils:					
	b. Have you resigned from the government service during the	three (3)-month period before the last	YES	✓ NO					
	election to promote/actively campaign for a national or local c		If YES, give deta						
39	Have you acquired the status of an immigrant or permanent re	esident of another country?							
00.	, , , , , , , , , , , , , , , , , , , ,		☐ YES ☑ NO If YES, give details (country):						
			ii 1E3, give detaii	s (country).					
40	Durauent to: (a) Indiagnous Decade's Act (DA 9271); (b) Maga	on Corta for Disabled Demana (DA 7077)							
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magnand (c) Solo Parents Welfare Act of 2000 (RA 8972), please a								
a.	Are you a member of any indigenous group?	mower the following lierns.							
ŭ.	Are you a member of any indigenous group?		YES If YES, please specif	v. NO)				
b.	Are you a person with disability?		YES	NC NC					
	, ,		If YES, please specif	-	,				
c.	Are you a solo parent?		☐ YES	✓ NC)				
			If YES, please specif						
11	REFERENCES (Person not related by consanguinity or affinity to applicant.	(annaintae)							
41.		appointee)							
	NAME	ADDRESS	TEL. NO.						
	ERLINDA S. ESGUERRA	ZONE 23, BAYBAY, LEYTE	9176341538		25				
H	NII DA T AMECTOCO	WOOA DAVDAY LEVE	005000004						
L	NILDA T. AMESTOSO	VISCA, BAYBAY, LEYTE	9258222964						
	DEXTER S. MAGAN	PANGASUGAN, BAYBAY, LEYTE	9053804045						
42	I declare under oath that I have personally accomplished	this Personal Data Sheet which is a to	Tue correct and		1/1/				
1	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.								
	agree that any misrepresentation made in this document and its attachments shall cause the filing of								
	administrative/criminal case/s against me.								
-									
	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)								
Ιŀ	PLEASE INDICATE ID Number and Date of Issuance	Tn		, A					
	Government Issued ID: TIN ID	18F							
	D/License/Passport No.: 333-298-546	Signature (Sign inside the b	ox)						
	Date/Place of Issuance: 09-15-17	6 15 23							
1	Value: 1400 01 (3344)1100.	Date Accomplished			Right Thumbmark				
-	SUBSCRIBED AND SWORN to before me this 2 4 JUL 2023 , affiant exhibiting his/her validly issued government ID as indicated above.								
	SUBSCRIBED AND SWORN to before me this								
		All							
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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 24, 2018 present
- Position: Administrative Aide I
- Name of Office/Unit: VSU-ACCOUNTING OFFICE
- Immediate Supervisor: Erlinda S. Esguerra
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible for preparing journal entries, vouchers for 101 Trust projects, control earmarks PR's, and appointments under 101 Trust projects, Obligate and liquidates vouchers, payrolls and PO's under 101 Trust projects and prepares quarterly, semiannual, annual/terminal Financial Report on each projects.
 - o Pre Audit of Supplies and Materials
- Duration: July 4, 2017 December 31, 2017
- Position: Administrative Aide I
- Name of Office/Unit: VSU-COA
- Immediate Supervisor: June Lilia R. Kirong
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible in receiving documents from Visayas State University and other external campuses, sorting of all the documents received accordingly by funds, month and year, encode all the documents received and do other task assigned by the auditors.

(Signature over Printed Name of Employee/Applicant)

Date: 6 15/2023