

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	QUIMBO		
FIRST NAME	HANNAH MAE	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	EVANGELIO		
3. DATE OF BIRTH (mm/dd/yyyy)	10/6/1990	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	KORONADAL CITY, SOUTH COTABATO	If holder of dual citizenship, please indicate the details.	Philippines
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"/> Other/s:	17. RESIDENTIAL ADDRESS	Caminade Residence House/Block/Lot No. Street Sitio Baltazar Barangay Kilim Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.52m	ZIP CODE	6521
8. WEIGHT (kg)	77kg		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	09 Belocura Street House/Block/Lot No. Street Purok Centro II Barangay Morales Subdivision/Village Barangay Koronadal City South Cotabato City/Municipality Province
10. GSIS ID NO.	2004558992	ZIP CODE	9506
11. PAG-IBIG ID NO.	1210-2410-4900		
12. PHILHEALTH NO.	12-051052621-5		
13. SSS NO.	None	19. TELEPHONE NO.	NONE
14. TIN NO.	309-796-157	20. MOBILE NO.	09557526481
15. AGENCY EMPLOYEE NO.	V000845	21. E-MAIL ADDRESS (if any)	<a href="mailto:hannahmae.quimbo@vsu.edu.ph">hannahmae.quimbo@vsu.edu.ph</a>

II. FAMILY BACKGROUND

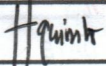
22. SPOUSE'S SURNAME	QUIMBO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	LEONIL	NAME EXTENSION (JR., SR) N/A	LEONESSA MAE E. QUIMBO	4/6/2016
MIDDLE NAME	AMPILANON			
OCCUPATION	Self - employed			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	EVANGELIO			
FIRST NAME	ROLANDO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	ARTIZON			
25. MOTHER'S MAIDEN NAME				
SURNAME	LADIANGHIBONG			
FIRST NAME	CLARITA			
MIDDLE NAME	PANES			

(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	Koronadal Central Elementary School II	Primary Education	1997	2003	GRADUATED	2003	3rd honorable mentioned
SECONDARY	Koronadal National Comprehensive High School	secondary Education	2003	2007	GRADUATED	2007	None
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State University	Bachelor of Science in Hotel, Restaurant and Tourism Management (BSHRTM)	2007	2011	GRADUATED	2011	Cum Laude
GRADUATE STUDIES	University of Cebu- Main Campus	Master of Business Administration major in Hotel, Restaurant Management (MBA-HRM)	2013	2014	GRADUATED	2014	None

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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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]

SIGNATURE	<i>H. Quinn</i>	DATE	
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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		
	N/A	N/A	N/A	N/A	N/A

(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			
	Training-Workshop on Events Management	3/11/19	3/13/19	24 hours	Technical	International Skills Republic Academy Inc. ,
	Training-Workshop on Tourism Promotions	3/10/19	3/10/19	8 hours	Technical	International Skills Republic Academy Inc.
	Training-Workshop on Travel and Tour Operations	3/9/2019	3/9/2019	8 hours	Technical	International Skills Republic Academy Inc.
	Seminar-Workshop on News/Feature Writing ad Basic Photography	11/13/19	11/14/19	16 hours	Technical	Visayas State University - Alumni and Community Relations Office
	Extension Proposal Writing	7/18/2018	7/20/2018	24 hours	Technical	Visayas State University - Office of the Vice President for Research and Extention
	Lecture on Customer Service ( Handling Guest Complaints and Quality Service)	3/11/2018	3/11/2018	2 hours	Technical	World of Adventure Trave and Tours
	Lecture on Hotel Operation and Demo on Basic F&B Service	3/11/2018	3/11/2018	2 hours	Technical	Jpark Resort and Waterpark ,Cebu
	Effective Customer Service Training	1/24/2018	1/24/2018	8 hours	Technical	Department of Tourism VIII
	Seminar-Workshop on the impact of ASEAN MRA-TP Qualifications Framework and Learning Outcomes in Curriculum Development	2/24/2017	2/25/2017	16 hours	Supervisory	Association of Administration in Hospitality Hotel and Rerrestaurant Management Educational Institution
	3rd International Tourism and Hospitality Students' Convention 2017	2/2/2017	20/3/2017	8 hours	Technical	University of Bagiuo, League of Tourism Students of the Philippines
	Seminar-workshop on the preparation of Outcomes-Based Education Syllabus	12/5/2016	12/5/2016	8 hours	Technical	Visayas State University
	Training on how to handle Sexual Harassment Cases in the Academe	11/29/2016	11/29/2016	8 hours	Managerial	Visayas State University
	Facilitating and Counselling Skills Retooling Seminar Workshop	11/16/2015	11/16/2015	10 hours	Supervisory	Visayas State University - University Student Services Office
	2nd Regional Tourism and Hospitality Youth Convention	9/23/2015	9/25/2015	20 hours	Technical	Senior Students of MICE planner and Visayas State University
	Professional Development in Mental Health and Psychosocial support	3/16/2015	3/18/2015	20 hours	Managerial	International Medical Corps, Visayas State University

(Continue on separate sheet if necessary)
VIII. OTHER INFORMATION







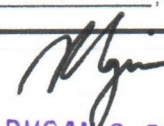
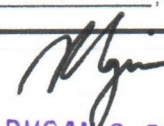
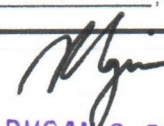
31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Basic Skills in MS Word, MS Excel,MS Publisher , MS PPT		Department- Based Guidance Facilitator (2015-present)		NA
	Travel , Reading books, listening to music		Adviser of VSU course related organization : Society of Hospitality and Tourism students (2017-present)		
	Singing, dancing		Adviser of VSU Religious organization in the campus - The Redeemed Campus Ministry (2016-May 2019)		

(Continue on separate sheet if necessary)

SIGNATURE

DATE



<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><u>I formally resigned from my first job because I was accepted in the University where I applied as an instructor.</u></p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 40%;">NAME</th><th style="width: 40%;">ADDRESS</th><th style="width: 20%;">TEL. NO.</th></tr></thead><tbody><tr><td>Rev. Pastor Jasher Gasataya</td><td>Koronadal City, South Cotabato</td><td>9173050963</td></tr><tr><td>Nancy V. Dumaguing</td><td>Visca, Baybay City, Leyte</td><td>9268014558</td></tr><tr><td>Chelyn G. Estillore</td><td>Gabas, Baybay city, Leyte</td><td>9771565235</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Rev. Pastor Jasher Gasataya	Koronadal City, South Cotabato	9173050963	Nancy V. Dumaguing	Visca, Baybay City, Leyte	9268014558	Chelyn G. Estillore	Gabas, Baybay city, Leyte	9771565235
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<p>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.</p>													
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<p>SUBSCRIBED AND SWORN to before me this <u>25 NOV 2019</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"><tr><td style="text-align: center; padding: 10px;"> <b>ATTY. RYSAN C. GUINOCOR</b> <b>VSU LEGAL OFFICER</b> <small>Person Administering Oath</small></td></tr></table>		 <b>ATTY. RYSAN C. GUINOCOR</b> <b>VSU LEGAL OFFICER</b> <small>Person Administering Oath</small>											
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