Revised 2017	PERSO	NALE	TAC	л сы	EET					
~ 230	PERSU	NAL	JAIA	4 3H	EEI					
WARNING: Any misrepresentat	ion made in the Personal Data Sheet and the	Work Experience	ce Sheet sha	ll cause the fili	ing of admir	nistrative/cri	minal case/s aga	inst the pers	on	
concerned: READ THE ATTACHED GUIDE T	O FILLING OUT THE PERSONAL DATA SHEE	ET (PDS) BEFOR	E ACCOMPL	ISHING THE PL	DS FORM.					
	and use separate sheet if necessary. Indicate N	/A if not applicable.	DO NOT ABE	BREVIATE.		CS ID No.		(Do not fill up. Fo	r CSC use only)	
I. PERSONAL INFORMATIO										
2. SURNAME	Lubrio					N	AME EXTENSION (JR.,	SR)		
FIRST NAME	Sheena Mae									
MIDDLE NAME	Pasana									
3. DATE OF BIRTH (mm/dd/yyyy)	May 18, 1986	16. CITIZENSHIP If holder of dual citizenship,			✓ Filipino		Dual Citizenship	by naturalization		
4. PLACE OF BIRTH	Tacloban City			iship,			Pls. indicate co	untry:	try:	
5. SEX	Male Female	pleas	e indicate the de	tails.	Philippines					
6 CIVIL STATUS	Single	17. RESIDENTIAL	ADDRESS	Siti	e/Block/Lot No io Mahayahay division/Village		30 de D	eciembre S Street Zone 23 Barangay	treet	
7. HEIGHT (m)	1.50		93x 87x3x		Baybay			Leyte		
8. WEIGHT (kg)	57	ZIP CO	ZIP CODE 6521		ity/Municipality			Province		
9. BLOOD TYPE	A STATE OF S	18. PERMANENT	ADDRESS	8.1			30 de Deciembre Street			
		The state of the s			ouse/Block/Lot No. Sitio Mahayahay			Street Zone 23		
10. GSIS ID NO. Standards S	006-0174-4411-4	in their ear	MATERIAL CONTRACTOR	Sub	Subdivision/Village Baybay City/Municipality			Barangay Leyte Province		
11. PAG-IBIG ID NO.	Si Suesary on Canada									
12. PHILHEALTH NO.	Est program to an analysis	ZIP C	ODE		6521			error etros, base		
13. SSS NO	N/A	19. TELEPHONE	NO.	563-7647		I phospheric	Place And Proc. P.			
14. TIN NO. VINE GROUP I	252-499-120	20. MOBILE NO.	in herefus mast proces	09286800902					1000	
15. AGENCY EMPLOYEE NO.	V000390	21. E-MAIL ADDR	RESS (if any)	a0	she	enamael	ubrio@gmail.	com	11,000,000	
II. FAMILY BACKGROUND		Resident Cons	and the same					er en aren en en en	entre de la compa	
22. SPOUSE'S SURNAME	Lubrio	yes State Univ	eaces, Visa satorant et	23. NAME of CHILDREN (Write full name and li		list all) DATE OF BIRTH (mm/dd/y		l (mm/dd/yyyy)		
FIRST NAME	Sheena Mae	NAME EXTENSION	(JR., SR)	Johanne Louvre P. Lubrio			February 10, 2014		10, 2014	
MIDDLE NAME	Cabatuan	vialu calž rev	ontes Visa				1 1023 915910	9602,1901	U-DIGASIA	
OCCUPATION	Shift Supervisor (Chemist)	Authorities (Control of Control o				t man adeal)	03/35/05/20	1/25/201		
EMPLOYER/BUSINESS NAME	PASAR Corporation		954				. 13	2000	850571	
BUSINESS ADDRESS	Isabel, Leyte						(1)			
TELEPHONE NO.	N/A									
24. FATHER'S SURNAME	Pasana	NAME EXTENSION (JR., SR)								
FIRST NAME	Limwel									
MIDDLE NAME	Cabrera									
25. MOTHER'S MAIDEN NAME										
SURNAME	Capacio									
FIRST NAME	Nonita									
MIDDLE NAME	Calungsod				(C	ontinue on sep	rate sheet if necessary)			
III. EDUCATIONAL BACKS	GROUND							and the control of the services	SCHOLARSHIP/	
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDU	JCATION/DEGR (Write in full)	EE/COURSE	PERIOD OF	To	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	ACADEMIC HONORS RECEIVED	
ELEMENTARY	Baybay North Central School				1/6/1993	1/3/1999		1999	Valedictoria n	
SECONDARY	Leyte State University Laboratory High School				1/6/1999	1/3/2003		2003	With Honors	
COLLEGE	University of San Jose-Recoletos	Bachelor of A		English	1/10/2003	03/27/2007		2007	Cum Laude	
GRADUATE STUDIES	University of the Philippines Open University	Master of Arts in Education-L Literacy Education			1/10/2009	05/24/2014		2014		
GRADUATE STUDIES	University of the Philippines Diliman	Doctor of Philosophy in Rea			7/8/2015	Present			CHED-FDP	
		(Continue on sepa		1 1						
SIGNATURE	Salubria	5	DATE	11/11	9/19		CS FORM 21	2 (Revised 2017)	, Page 1 of 4	

IV. CIVIL S	ERVICE ELI	GIBILITY					. 4		
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE RATING (If Applicable)			DATE OF EXAMINATION / PLACE OF EXAMINATION			OMENT	LICENSE (if applicable)		
			CONFERMENT	PLACE OF EXAMINA	THOM 7 CONFER	AVIEW I	NUMBER	Date of Validity	
PD 907									
10-10-10-10-10-10-10-10-10-10-10-10-10-1			ore Andrews	1274 2674 1 (1475)	Mary Mary Company		To address of the		

			of the same of the same						
					<u> </u>				
The second second second			(Co	ontinue on separate sheet	if necessary)				**********
Date House, the said of the said of the said	EXPERIENC								
	vate employm USIVE DATES	ent. Start from your recei	nt work) Descript	ion of duties should	be indicated in the attac	hed Work E	SALARY/ JOB/ PAY	eet.	
	ım/dd/yyyy) POSITION TITLE (Write in full/Do not abbreviate)		DEPARTMENT / AGE (Write in full	MONTHLY SALARY	GRADE (if applicable)& STEP (Format "00-0")/	STATUS OF APPOINTMENT	GOV'T SERVICE		
From	То			Department of Libe		INCREMENT		(Y/N)	
1/1/2019	present	Instructor 1		Sciences, Visayas	State University	275276.00	12	Permanent	Υ
1/1/2018	12/31/2018	Instructor I		Sciences, Visayas	eral Arts and Behavioral State University	265788.00	12	Permanent	Υ
1/1/2017	12/31/2017	Instructor I	- 1 P	Sciences, Visayas	eral Arts and Behavioral State University	256644.00	12	Permanent	Υ
1/9/2016	12/31/2016	Instructor I		Department of Libe Sciences, Visayas	eral Arts and Behavioral State University	247812.00	12	Permanent	Υ
1/1/2016	08/31/2016	Instructor 1			Department of Liberal Arts and Behavioral Sciences, Visayas State University			Temporary	Υ
1/12/2012	12/31/2015	Instructor 1		Department of Libe Sciences, Visayas	239280.00	12	Temporary	Υ	
1/6/2012	11/30/2012	Instructor 1		Department of Liber Sciences, Visayas	239280.00	12	Contractual	Υ	
1/6/2011	05/31/2011	Instructor 1		Department of Libe	219996.00	12	Contractual	Υ	
1/11/2010	05/31/2011	Instructor 1	or 1		Sciences, Visayas State University Department of Liberal Arts and Behavioral Sciences, Visayas State University			Conrtactual	Υ
06/24/2010	10/31/2010	Instructor 1		Department of Libe	200712.00	12	Contractual	Υ	
4/1/2010	06/23/2010	Instructor 1			eral Arts and Behavioral	181428.00	12	Contractual	Υ
1/1/2008	05/31/2008	Science Aide		Sciences, Visayas State University		7174.00	12		
								Contractual	Υ
09/17/2007	//17/2007 12/31/2007 Science Aide		VICARP		7174.00		Conrtactual	Υ	
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			(C	ontinue on separate sheet	if necessary)				
SIGN	ATURE	1119	Smelulin	DATE	11/19/19		CS FORM	212 (Revised 2017),	Page 2 of 4

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT	/PEOPLE/V	OLUNTARY	ORGANIZA	ATION/S			
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		VE DATES dd/yyyy)	NUMBER OF HOURS	POSITION / NATURE OF WORK			
READING ASSOCIATION OF THE PHILIPPINES	6/1/2018	PRESENT	N/A	MEMBER			
NTERNATIONAL LITERACY ASSOCIATION	6/1/2018	PRESENT	NA	MEMBER			
(Continu VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING P (Start from the most recent L&D/training program and include only the relevant L&D/training taken		TTENDED		utive:Managerial	positions		
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIV ATTE (mm/	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) From To INCLUSIVE DATES OF AUMBER OF (Managerial/ Supervisory/ Technical/etc)		CONDUCTED/ SPONSORED BY (Write in full)			
Orientation Seminar on General Education Courses (GEC)	07/26/18	07/27/18	16.0	I ag la state	Mutya Publishing House, Inc.		
10th International Conference on Teacher Education	08/23/18	08/25/18	16.0		ICTED, UP College of Education		
Seminar-Workshop on Integration of Reading and Language Arts	12/1/2018	12/1/2018	8.0		VISCA Foundation Elementary School		
0/87]	T Process		300 800 80	18 , 18 778 :	THE RESIDENCE OF THE PARTY OF THE PARTY.		
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La company of the contract of			ti seed on t	01			
(Confl)	nue on separate s	heet if necessa	ry)				
VIII. OTHER INFORMATION		ages of A Disputers					
31. SPECIAL SKILLS and HOBBIES 32. NON-	-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)			MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)			
teaching beginning reading and enrichment reading skills	NA			Reading Association of the Philippines			
а поочило	7 / 8/3/3			,			
	inue on separate s	chaol if neces	arvi				
SIGNATURE	on separate s	DATE			CS FORM 212 (Revised 2017), Page 3 of 4		

04.	chief of bureau or office or to the person who has immedia Bureau or Department where you will be apppointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Ca	YES VNO	.,	
			If YES, give details:	
35.	a. Have you ever been found guilty of any administrative o	ffense?	YES NO If YES, give details:	
	b. Have you been criminally charged before any court?	TYES NO If YES, give details: Date Filed: Status of Case/s:	-	
36.	Have you ever been convicted of any crime or violation of by any court or tribunal?	YES NO If YES, give details:		
37.	Have you ever been separated from the service in any of tretirement, dropped from the rolls, dismissal, termination, out (abolition) in the public or private sector?	YES NO If YES, give details:	_	
38.	a. Have you ever been a candidate in a national or local el Barangay election)?	YES NO If YES, give details:		
in the second second	b. Have you resigned from the government service during last election to promote/actively campaign for a national or	YES NO If YES, give details:		
39.	Have you acquired the status of an immigrant or permaner	☐ YES ☑ NO If YES, give details (country):		
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) M 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972			
a.	Are you a member of any indigenous group?	YES VO		
b.	Are you a person with disability?		If YES, please specify: YES NO	
c.	Are you a solo parent?	If YES, please specify ID No: YES NO If YES, please specify ID No:		
41.	REFERENCES (Person not related by consanguinity or affinity to applican	nt /appointee)		-
	NAME	ADDRESS	TEL. NO.	
Dr.	Guiraldo C. Frenandez, Jr.	Visca, Baybay, Leyte	(3.5)	
Dr.	Annie P. Gravoso	Visca, Baybay, Leyte	2	
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertiperation of pertiperation in the provision of pertiperation of pertiperation in the provision of pertiperation in the provision of pertiperation of pertiperation in the provision of pertiperation in the provision of pertiperation of pertiperation in the provision of pertiperation of pertiperation in the personal pertiperation of pertip	nent laws, rules and regulations of the presentative to verify/validate the content	e Republic of the ts stated herein. I	1
P	Sovernment Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Sovernment Issued ID: Passport			
1	O/License/Passport No.: P5774231A	Smlulnis		
lŀ	late/Place of Issuance: Tacloban City	Signature (Sign inside the bo	Right Thumbmark	
	SUBSCRIBED AND SWORN to before me this	20 NOV 2019 , affiant exhibit	ing his/her validly issued government ID as indicated above.	-
many the state of		ATTY. RYSAN C. GUINO Person Administering Oath	1	Of A
			CS FORM 212 (Revised 2017), Page 4	UI 4

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.

Sample: If applying to Supervising Administrative Officer

- Duration: August 02, 2016 January 31, 2017
- Position: Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- · Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Filipino subjects
 - o Designed and revised a number of course syllabi and instructional materials
 - Summary of Actual Duties
 - o Responsible in teaching Filipino subjects, submitting grades and accomplishing other necessary requirements.
- Duration: June 2009 present
- Position: Instructor I (Permanent)
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- · Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught language and literature major and minor subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - o Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
 - Summary of Actual Duties
 - o Responsible in teaching English subjects, ensuring a quality service as instructor, adviser and mentor to the students
 - o Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

SHEENA MAE P. LUBRIO

(Signature over Printed Name of Employee/Applicant)

Date: 11/19/19