

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	SINGSON			
FIRST NAME	ARGIE	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	PALER			
3. DATE OF BIRTH (mm/dd/yyyy)	02/04/1971	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship	
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:	
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS		
7. HEIGHT (m)	5'6"	ZIP CODE	House/Block/Lot No. Street	
8. WEIGHT (kg)	78kg		SITIO TAB-ANG KILIM	
9. BLOOD TYPE	"A"		Subdivision/Village Barangay	
10. GSIS ID NO.	021-1581-1036-2		BAYBAY LEYTE	
11. PAG-IBIG ID NO.	916-048312-203	ZIP CODE	City/Municipality Province	
12. PHILHEALTH NO.	13-000103555-0		6521-A	
13. SSS NO.	061461388-3		18. PERMANENT ADDRESS	SITIO TAB-ANG KILIM
14. TIN NO.	188-261.488		House/Block/Lot No. Street	
15. AGENCY EMPLOYEE NO.	NONE	19. TELEPHONE NO.	N/A	
		20. MOBILE NO.	0975-3735411	
		21. E-MAIL ADDRESS (if any)	N/A	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	SINGSON		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARIALYN	NAME EXTENSION (JR., SR)	JAMESLEE M. SINGSON	12/10/1999
MIDDLE NAME	MENDOZA		JEMAR M. SINGSON	04/03/2002
OCCUPATION	HOUSEWIFE		ANNALEAH M. SINGSON	11/18/2005
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	SINGSON			
FIRST NAME	JAIME	NAME EXTENSION (JR., SR)		
MIDDLE NAME	FERNANDEZ			
25. MOTHER'S MAIDEN NAME				
SURNAME	PALER			
FIRST NAME	ARSINIA			
MIDDLE NAME	MAROHOMSIAR			

(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	KILIM ELEMENTARY SCHOOL	PRIMARY EDUCATION	1978	1984	GRADUATED	1985	N/A
SECONDARY	FRANCISCAN COLLEGE OF IMMACULATE CONCEPTION (FCIC)	SECONDARY EDUCATION GRADUATE	1985	1989	GRADUATED	1989	N/A
VOCATIONAL / TRADE COURSE	HILONGOS NATIONAL VOCATIONAL SCHOOL	VOCATIONAL	1991	1993	GRADUATED	1993	N/A
COLLEGE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE	DATE	December 2, 2024
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IV. CIVIL SERVICE ELIGIBILITY


[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 2, 2024
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[illegible]

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

[illegible]

VIII. OTHER INFORMATION

[illegible]

SIGNATURE		DATE	December 2, 2024
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December 2, 2024

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

☐ 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:

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.
ENGR. MARIO LILIO P. VALENZONA	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	0917-6341514
ENGR. MARLON G. BURLAS	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	0917-6341520
ENGR. ROBERTO C. GUARTE	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	0917-3108078

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.

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

Government Issued ID: VSU ID

ID/License/Passport No.: V000896

Date/Place of Issuance: 02/20/2017 BAYBAY CITY, LEYTE

Signature (Sign inside the box)

December 2, 2024

Date Accomplished

SUBSCRIBED AND SWORN to before me this 13 DEC 2024

affiant exhibiting his/her validly issued government ID as indicated above.

ATY. RYAN C. GUNOLAN
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 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: March 15, 2015– present
- Position: Plumbing Foreman
- Name of Office/Unit: Physical Plant Office
- Immediate Supervisor: Mario Lilio Valenzona
- Name of Agency/ Visayas State University

- List of Accomplishments and Contributions (if any)
 - **Repair and Maintenance of VSU Plumbing System**

- Summary of Actual Duties
 - Installation of Sewerage system of Newly Building
 - Repair of Clogged up Toilet Bowl, repair faucet
 - Repair leaking pipe line inside and out side the Building
 - Excavation of leaking pipe line

- Duration: March 15, 2015 – present
- Position: Plumbing Foreman
- Name of Office/Unit: Physical Plant Office
- Immediate Supervisor: Mario Lilio Valenzona
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 - Excavation of leaking pipe line


ARGIE P. SINGSON

(Signature over Printed Name
of Employee/Applicant)

Date: 12/6/29 ✓ *date*