

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	ABUNDA		
FIRST NAME	NANCY		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	DONAYRE		
3. DATE OF BIRTH (mm/dd/yyyy)	04/05/1987	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	ORMOC CITY, LEYTE	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" 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"/> Separated	17. RESIDENTIAL ADDRESS	Philippines
HEIGHT (m)	1.58	ZIP CODE	House/Block/Lot No. Street
WEIGHT (kg)	58		Cottage 13, VSU PANGASUGAN
BLOOD TYPE	O+		Subdivision/Village Barangay
10. GSIS ID NO.	2003494767		ORMOC LEYTE
PAG-IBIG ID NO.	1700 - 0032 - 4430		City/Municipality Province
12. PHILHEALTH NO.	13 - 000087824 - 4	18. PERMANENT ADDRESS	6541
13. SSS NO.	NONE	ZIP CODE	House/Block/Lot No. Street
14. TIN NO.	263 - 122 - 533		MACABUG
15. AGENCY EMPLOYEE NO.	V000183		Subdivision/Village Barangay
			ORMOC LEYTE
			City/Municipality Province
		19. TELEPHONE NO.	6541
		20. MOBILE NO.	560-3578
		21. E-MAIL ADDRESS (if any)	09484143834
			nancy.donayre@vsu.edu.ph, donayre978@gmail.com

II. FAMILY BACKGROUND VSU FACULTY ASSOCIATION

22. SPOUSE'S SURNAME	ABUNDA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RHENEVIL	NAME EXTENSION (JR., SR) N/A	NATHANIA D. ABUNDA	01/24/2018
MIDDLE NAME	ALFANTE		NATHAN D. ABUNDA	08/12/2019
OCCUPATION	POLICE CORPORAL			
EMPLOYER/BUSINESS NAME	PNP			
BUSINESS ADDRESS	POLICE REGIONAL OFFICE 8			
TELEPHONE NO.	0930296755			
24. FATHER'S SURNAME	DONAYRE			
FIRST NAME	TRANQUILINO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	CAMUS			
25. MOTHER'S MAIDEN NAME				
SURNAME	CABINTOY			
FIRST NAME	GLECITA			
MIDDLE NAME	VILLARMINO			

(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	MACABUG ELEMENTARY SCHOOL	PRIMARY EDUCATION	1994	2000	GRADUATE	2000	VALEDICTORIAN
SECONDARY	IPIL NATIONAL HIGH SCHOOL	HIGH SCHOOL	2000	2004	GRADUATE	2004	3RD HON. MENTION
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SECONDARY EDUCATION - MATHEMATICS	2004	2008	GRADUATE	2008	CUM LAUDE
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	MA MATHEMATICS EDUCATION	2009	2011	GRADUATE	2011	NONE
GRADUATE STUDIES	WEST VISAYAS STATE UNIVERSITY	Ph.D SCIENCE EDUCATION - MATHEMATICS	2014	2017	GRADUATE	2018	DOST/ WITH DISTINCTION
SIGNATURE			DATE		September 15, 2020		

[illegible]

V. WORK EXPERIENCE

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

28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	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)
	From	To						
	07/01/2022	PRESENT	ASSISTANT PROFESSOR III	Visayas State University	41,966.00	17-2	PERMANENT	Y
	01/01/2022		ASSISTANT PROFESSOR III	Visayas State University	41,966.00	17-1	PERMANENT	Y
	01/01/2021		ASSISTANT PROFESSOR III	Visayas State University	39,986.00	17-1	PERMANENT	Y
	01/01/2020		ASSISTANT PROFESSOR III	Visayas State University	38,464.00	17-1	PERMANENT	Y
	07/10/2019	12/31/2019	ASSISTANT PROFESSOR III	Visayas State University	369,942.00	17-1	PERMANENT	Y
	01/01/2019	06/30/2019	INSTRUCTOR III	Visayas State University	28,447.00	14-3	PERMANENT	Y
	01/01/2019		INSTRUCTOR III	Visayas State University	27,755.00	14-1	PERMANENT	Y
	01/01/2018	12/31/2018	INSTRUCTOR III	Visayas State University	26,494.00	14-1	PERMANENT	Y
	01/01/2017	12/31/2017	INSTRUCTOR II	Visayas State University	25,290.00	14-1	PERMANENT	Y
	01/01/2017		INSTRUCTOR II	Visayas State University	23,257.00	13-1	PERMANENT	Y
	08/01/2016	12/31/2016	INSTRUCTOR II	Visayas State University	22,328.00	13-1	TEMPORARY	Y
	01/01/2016	07/31/2016	INSTRUCTOR II	Visayas State University	22,328.00	13-1	TEMPORARY	Y
	11/01/2015	12/31/2015	INSTRUCTOR II	Visayas State University	21,436.00	-	TEMPORARY	Y
	01/01/2015	10/30/2015	INSTRUCTOR II	Visayas State University	21,436.00	-	TEMPORARY	Y
	06/01/2012	12/31/2014	INSTRUCTOR I	Visayas State University	19,940.00	-	TEMPORARY	Y
	06/01/2011	05/31/2012	INSTRUCTOR I	Visayas State University	18,333.00	-	TEMPORARY	Y
	12/01/2010	05/31/2011	INSTRUCTOR I	Visayas State University	16,726.00	-	TEMPORARY	Y
	06/24/2010	11/30/2010	INSTRUCTOR I	Visayas State University	16,726.00	-	CONTRACTUAL	Y
	07/01/2009	06/23/2010	INSTRUCTOR I	Visayas State University	15,119.00	-	CONTRACTUAL	Y
	07/01/2008	06/30/2009	INSTRUCTOR I	Visayas State University	13,512.00	-	CONTRACTUAL	Y
	06/16/2008	06/30/2008	INSTRUCTOR I	Visayas State University	12,284.00	-	CONTRACTUAL	Y
SIGNATURE				DATE	Sept. 15, 2022			

Sept. 15, 2000

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		
	KABALIKAT CIVICOM	2016	PRESENT		MEMBER
	VSU FACULTY ASSOCIATION	2008	PRESENT		MEMBER
	BUKAS LOOB SA DIYOS (BLD)	07/01/2011	PRESENT		MEMBER, CHRISTIAN COMMUNITY
	UNIVERSITY INTER-DORM ORGANIZATION (UISB)	06/01/2009	06/01/2010		ADVISER
	UNIVERSITY INTER-DORM ORGANIZATION (UISB)	06/01/2010	06/01/2011		ADVISER
	DAHLIA LADIES' DORM	06/01/2008	06/01/2009		ASSISTANT ADVISER
	DAHLIA LADIES' DORM	06/01/2009	03/01/2014		ADVISER
	VSULHS PTA	08/01/2011	03/01/2014		SECRETARY

(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			
	VSU Newly-Hired Faculty Onboarding	09/08/2022	09/09/2022	16 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	VSU General Faculty Onboarding	09/05/2022	09/07/2022	16 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Mandatory Orientation and Re-orientation of Academic Advisers, Department Enrolment Focal Persons and College Hotline Agents	08/25/2022	08/25/2022	8 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Orientation-Seminar on Outcomes-Based Education Course Syllabus	01/21/2022	01/21/2022	4 hours	TECHNICAL	VSU, DPHYSICS
	ISO 9001:2015 Awareness/ Re-awareness Webinar	11/27/2021	11/27/2021	4 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Instructional Materials Development & Production for Flexible Learning	11/24/2021	11/26/2021	24 hours	TECHNICAL	Northwest Samar State University
	SEAMEO Innovative Teaching Festival	10/26/2021	10/26/2021	8 hours	TECHNICAL	SEAMEO
	Women's Reproductive Health: Breast Cancer and Gynecological Cancers	10/07/2021	10/07/2021	4 hours	TECHNICAL	VSU, GAD
	Navigating the Instructional Materials for Remote Learning	08/20/2021	08/20/2021	8 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	VSU Newly-Hired Faculty Onboarding on Flexible Learning Modality	08/19/2021	08/23/2021	24 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	VSU Faculty Onboarding	08/16/2021	08/18/2021	24 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Government Academe Industry Network (GAIN) Learning Session and Workshop	08/11/2021	08/11/2021	4 hours	TECHNICAL	GOVERNMENT ACADEME INDUSTRY NETWORK, Inc.
	Turnitin Instructor's Workflow Training	05/31/2021	05/31/2021	4 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Moodlemoot Philippines 2021	04/26/2021	04/30/2021	40 hours	TECHNICAL	Moodle, Nephila Web Technology Inc.
	Echo-Webinar on the TIEC-CHED Flexible Learning Foundation Virtual Conference	03/15/2021	03/16/2021	16 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Wrieshop on Preparation of Licensure Examination for Professional Teachers (LEPT) Review Materials	03/07/2021	03/23/2021	104 hours	TECHNICAL	University Review Services
	CREATING YOUR FIRST ONLINE COURSE	12/14/2020	12/18/2020	40 hours	TECHNICAL	AKADASIA
	INTRODUCTION TO ONLINE TEACHING	12/14/2020	12/18/2020	40 hours	TECHNICAL	AKADASIA
	VSU E-Learning Environment Training-Workshop Series	11/19/2020	11/20/2020	16 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	Webinar on TOS and Test Item Analysis	11/12/2020	11/12/2020	8 hours	TECHNICAL	VISAYAS STATE UNIVERSITY
	TPACK Framework	06/26/2020	06/26/2020	4 hours	TECHNICAL	Visca Foundation Elementary School (VFES)
	Enhancing Resilience in the Workplace	06/08/2020	06/08/2020	8 HOURS	TECHNICAL	INT'L.
	NOSTE 2019 International Research Conference, Training Workshop and Biennial Convention	05/17/2019	05/19/2019	24 HOURS	TECHNICAL	NATIONAL ORGANIZATIONS OF SCIENCE TEACHERS AND EDUCATORS, INC. (NOSTE)
	5th International Conference on Education (ICEDU) 2019	04/05/2019	05/07/2019	24 HOURS	TECHNICAL	THE INTERNATIONAL INSTITUTE OF KNOWLEDGE MANAGEMENT (TIKM)
	5th National Research Conference in Science and Mathematics Education	02/28/2019	03/01/2019	24 HOURS	TECHNICAL	DEPARTMENT OF SCIENCE AND TECHNOLOGY - SCIENCE EDUCATION INSTITUTE (DOST-SEI)
	1st UPY International Conference on Applied Science and Education (1st UPY-INCASE) and 5th International Conference on Education for Sustainable Development 2018	10/24/2018	10/26/2018	24 HOURS	TECHNICAL	ASSOCIATION OF SCIENCE AND MATHEMATICS COACHES OF THE PHILIPPINES (ASMAC PHIL.)
	REGIONAL TRAINING AND CONFERENCE FOR MATHEMATICS TEACHES	09/25/2015	09/27/2015	24 HOURS	TECHNICAL	THE MATHEMATICS TEACHERS ASSOCIATION OF THE PHILIPPINES - WESTERN VISAYAS
	2015 MTAP -TL ANNUAL CONVENTION "INNOVATION IN MATHEMATICS EDUCATION FOR ASEAN INTEGRATION"	07/29/2015	07/31/2015	24 HOURS	TECHNICAL	THE MATHEMATICS TEACHERS ASSOCIATION OF THE PHILIPPINES - TERTIARY LEVEL
	SEMINAR ON THE APPLICATIONS OF STRUCTURAL EQUATION MODELLING IN MATH ANALYSIS	01/31/2015	01/31/2015	8 HOURS	TECHNICAL	WEST VISAYAS STATE UNIVERSITY
	NATIONAL SCIENCE AND TECHNOLOGY FAIR 2013 - 2014	12/02/2013	12/06/2013	40 HOURS	SUPERVISORY	DEPARTMENT OF EDUCATION NATIONALS, BUREAU OF SECONDARY EDUCATION
	9TH BIENNIAL INTERNATIONAL CONFERENCE OF THE MATHTED ON CONTEMPORARY PEDAGOGICAL INNOVATIONS AND CURRICULUM ISSUED IN MATH	10/24/2013	10/26/2013	23.0	TECHNICAL	MATHEMATICS TEACHERS EDUCATORS (MATHTED)
	SEMINAR ON THE SENIOR HIGH SCHOOL PROGRAM	10/11/2013	10/11/2013	8 HOURS	TECHNICAL	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)
	COMPUTER LITERATE		NONE		VSU FACULTY ASSOCIATION
	MOVIE MARATHON				THE MATHEMATICS TEACHERS ASSOCIATION OF THE PHILIPPINES - TERTIARY LEVEL
	PLAYING BASKETBALL				PHILIPPINE ORGANIZATION OF SCIENCE AND TECHNOLOGY EDUCATORS REGION 8
	DANCING & SINGING				MATHEMATICS TEACHERS EDUCATORS ASSOCIATION OF SCIENCE AND MATH COACHES
					WDSA DOST SCHOLARS
					PHILIPPINE ORGANIZATION OF MENTORS IN MATHEMATICS

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Sept. 15, 2022
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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: _____

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

☐ YES☒ NO

If YES, give details: _____

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

☐ YES☒ NO

☐ YES☒ NO

If YES, please specify: _____

If YES, please specify ID No: _____

If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
DR. ELVIRA A. ARELLANO	WVSU, ILOILO CITY	0918-350-5410
DR. ALELI A. VILLOCINO	VSU, VISCA, BAYBAY CITY	0935-495-0056
DR. MA. RACHEL KIM L. AURE	VSU, VISCA, BAYBAY CITY	0933-820-9486

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.

PHOTO

Right Thumbmark

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

Government Issued ID: **PASSPORT**

ID/License/Passport No.: **P6974769A**

Date/Place of Issuance: **04/28/2018/ DFA TACLOBAN**

Signature (Sign inside the box)

09/15/2022

Date Accomplished

SUBSCRIBED AND SWORN to before me this **03 OCT 2022**, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA C. GUINOCOR
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.

- Duration: July 2019 – September 14, 2022
- Position: Assistant Professor IV
- Name of Office/Unit: VSU Integrated High School
- Immediate Supervisor: Dr. Rosario P. Abela
- Name of Agency/Organization and Location: Visayas State University/Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Presented research outputs to National and International fora.
 - Perform duties and responsibilities as the Head of the Office of Instructional Materials Development.
 - Organized and supported University activities through OHIMD and ODIE staff.
 - Initiated proposals during the implementation of flexible learning modalities.
 - Propose and conducted research in line with the research agenda of the College of Education.
 - Publish papers in National and International Journals indexed in Scopus and ISI indexers.

- Summary of Actual Duties

I have performed and executed various instructional-related duties and responsibilities, developed Mathematics instructional materials considering the students' needs, and make myself available for students' consultation. I also performed other functions assigned by the department head, College Dean, Vice Presidents and the University President including that of being the Head of the Office of the Instructional Materials Development, Secretary of University's Change of Grade Committee, Communication Team Leader Quadrant II, Chairperson of VSU Integrated High School Honors and Awards Committee and many others.

- Duration: June 2016 – July, 2019
- Position: Instructor III
- Name of Office/Unit: VSU Integrated High School
- Immediate Supervisor: Dr. Rolando H. Arpilleda
- Name of Agency/Organization and Location: Visayas State University/Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Developed learning materials in mathematics
 - Attended conferences and seminars to improve my content and pedagogical knowledge

- Attended to all the needs of the students

- Summary of Actual Duties

The following were my tasks as instructor. Preparation and revision of course syllabus, teaching materials/guides, examinations, TOS, and submit to department head. Checking of test papers to be able to consult to students after examination about their standing in the subject matter. Submission of grade sheets efficiently to the department head. I made myself available for consultation because I also performed as class adviser for grade 10 students and perform tasks as second parents. I was also the Grade 10 class coordinator, which organized and facilitated the Senior's Night among others. Finally, I have performed other functions assigned by the department head, College Dean, Vice Presidents and the University President.



NANCY D. ABUNDA

(Signature over Printed Name
of Employee/Applicant)

Date: September 15, 2022