

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	Estupa		
FIRST NAME	Dionesio	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Intino		
3. DATE OF BIRTH (mm/dd/yyyy)	03/24/1976	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: Philippines
4. PLACE OF BIRTH	Balugo, Albueva, Leyte	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.55	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Balugo Subdivision/Village Barangay ALBUERA LEYTE City/Municipality Province
8. WEIGHT (kg)	55.00	ZIP CODE	6542
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	House/Block/Lot No. Street Balugo Subdivision/Village Barangay ALBUERA LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6542
11. PAG-IBIG ID NO.	N/A	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	N/A	20. MOBILE NO.	926-700-5931
13. SSS NO.	N/A	21. E-MAIL ADDRESS (if any)	dionesio.estupa@vsu.edu.ph
14. TIN NO.	N/A		
15. AGENCY EMPLOYEE NO.	V00868		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Estupa	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Lucena	NAME EXTENSION (JR., SR)	Trishia Mae P.Estupa 04/25/2006
MIDDLE NAME	Pilapil		Bradley Takeshi P. Estupa 09/01/2010
OCCUPATION	House Wife		Kenzo Jiro 03/19/2023
EMPLOYER/BUSINESS NAME	NA		
BUSINESS ADDRESS	NA		
TELEPHONE NO.	09054160920		
24. FATHER'S SURNAME	Estupa		
FIRST NAME	Samuel	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Okazaki		
25. MOTHER'S MAIDEN NAME	Entino		
SURNAME	Estupa		
FIRST NAME	Margarita		
MIDDLE NAME	Entino		(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	Balugo Elementary School	Elementary	1983	1989	N/A	1989	N/A
SECONDARY	Balugo National High School	High School	1989	1993	N/A	1993	N/A
VOCATIONAL/ TRADE COURSE	Ormoc City Technological Manpower Training and Research Center, Ormoc City	Consumer Electronics NCII	2009	2009	N/A	2009	N/A
COLLEGE	STI College - Ormoc City	Computer Technician	1998	2000	N/A	2000	N/A
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)	
SIGNATURE	DATE
	12/02/2024



[illegible][illegible]

SIGNATURE		DATE	12/02/2024
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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

[illegible]

## 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 electronics	N/A	N/A
Computer Repair		
Driving two/four wheels vehicles		
computer technician		
Computer Literate (MS Word, Excel, PPT presentation)		
COMPUTER INSTALLATION PROGRAM AND NETWORKING		

(Continue on separate sheet if necessary)







12/02/2024


## Attachment A.1

## VIII. OTHER INFORMATION


[illegible]



<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 style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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 type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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>Winston Tabada</td><td>Visca Baybay, City Leyte</td><td>563-7068</td></tr><tr><td>Magdaline Unajan</td><td>Brgy. Kilim Baybay City Leyte</td><td>09171541630</td></tr><tr><td>Rafael Vergara</td><td>Visca Baybay, City Leyte</td><td>563-7068</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Winston Tabada	Visca Baybay, City Leyte	563-7068	Magdaline Unajan	Brgy. Kilim Baybay City Leyte	09171541630	Rafael Vergara	Visca Baybay, City Leyte	563-7068
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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>													
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: <b>DL</b></td></tr><tr><td>ID/License/Passport No.: <b>H0305001060</b></td></tr><tr><td>Date/Place of Issuance: <b>03/23/2017 / LTO Ormoc</b></td></tr></table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: <b>DL</b>	ID/License/Passport No.: <b>H0305001060</b>	Date/Place of Issuance: <b>03/23/2017 / LTO Ormoc</b>	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="text-align: center; height: 100px;"></td></tr><tr><td style="text-align: center;">Signature (Sign inside the box)</td></tr><tr><td style="text-align: center;">12/02/2024</td></tr><tr><td style="text-align: center;">Date Accomplished</td></tr></table>		Signature (Sign inside the box)	12/02/2024	Date Accomplished				
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12/02/2024													
Date Accomplished													
<p>SUBSCRIBED AND SWORN to before me this <b>JAN 03 2025</b>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center;"> <b>ATTY. RYAN C. GUINOCOR</b> <b>YSU Chief Legal Officer</b> Person Administering Oath</div>													



**DIONISIO I. ESTUPA**  
PHOTO



Right Thumbmark



## 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: January 1, 2015 - Present
- Position: Computer Technician
- Name of Office/Unit: Department of Computer Science and Technology
- Immediate Supervisor: Prof. MAGDALENE C. UNA JAN
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Configuration and installed the Linux Server Operating System at the DCST Server Room
- Summary of Actual Duties
  - Responsible for the maintenance and repair of all laboratory equipment at the DCST computer laboratory.
  - Assist the instructors and students during the laboratory classes.
  - Assist the needs of the students at the department.
  - Assist the participants during schedule ICT training and seminars.
  - Repair Computer, Printer, Laptop etc. at the other Department/Offices

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  - Assist the participants during schedule ICT training and seminars.
  - Repair Computer Desktop, Monitor, Laptop and Printer in the other Department



**DIONESIO I. ESTUPA**

(Signature over Printed Name  
of Employee/Applicant)

Date: 12/2/20