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 () a 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 2. SURNAME FLORES FIRST NAME MARIA ZAIDA NAME EXTENSION (JR., SR) N/A MIDDLE NAME ARRADAZA 3. DATE OF BIRTH 12/9/1967 16 CITIZENSHIP (mm/dd/yyyy) **☑** Filipino Dual Citizenship by birth by naturalization 4 PLACE OF BIRTH Baybay City Leyte If holder of dual citizenship Pls. indicate country: please indicate the details 5. SEX ☐ Male **✓** Female V ✓ Single ☐ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS #705 M-H del Pilar Street ☐ Widowed Separated House/Block/Lot No. Street Other/s: Zone 9 Subdivision/Village Barangay 7. HEIGHT (m) 161.5 cm. **Baybay City** Leyte City/Municipality Province 8. WEIGHT (kg) 73. 8 kgs ZIP CODE 18. PERMANENT ADDRESS 9. BLOOD TYPE #705 M-H del Pilar Street "0" House/Block/Lot No Street 10. GSIS ID NO. 67120901408 Zone 9 Subdivision/Village Barangay 11. PAG-IBIG ID NO Baybay City 1700-0024-9463 Levte City/Municipality Province 12. PHILHEALTH NO B-000014235-3 ZIP CODE 6521 13. SSS NO. 620994475 19. TELEPHONE NO 053525-01401058 14. TIN NO. 157-642-999 20. MOBILE NO. 09268686630 15. AGENCY EMPLOYEE NO. 007-721 21. E-MAIL ADDRESS (if any) mariazaida.flores@vsu.edu.ph FAMILY BACKGROUND 22. SPOUSE'S SURNAME n/a 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME n/a n/a n/a MIDDLE NAME n/a OCCUPATION n/a EMPLOYER/BUSINESS NAME n/a **BUSINESS ADDRESS** n/a TELEPHONE NO n/a 24. FATHER'S SURNAME FLORES SR FIRST NAME DOUGLAS MIDDLE NAME LORETO 25. MOTHER'S MAIDEN NAME SURNAME ARRADAZA FIRST NAME CECILIA MIDDLE NAME GESULGA (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP/ NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE HIGHEST LEVEL PERIOD OF ATTENDANCE LEVEL ACADEMIC HONORS YEAR (Write in full) UNITS EARNED (Write in full) GRADUATED (if not graduated) RECEIVED From To ELEMENTARY Franciscan College of the Immaculate Conception Graduated Certificate 1980 Diploma SECONDARY Franciscan College of the Immaculate Conception Graduated Diploma 1984 Diploma VOCATIONAL / None TRADE COURSE N/A None None None COLLEGE Franciscan College of the Immaculate Conception Bachelor of Arts Diploma 1989 Diploma GRADUATE STUDIES N/A None None None zapers SIGNATURE DATE Ine 1, 2000

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| VI. VOLUNTARY WORK OF INVOLVEMENT IN NAME & ADDRESS OF ORGA | | INCLUSIV | | | 1 100 | | |
|---|-------------------------------------|--|-----------------------------|--|---|---|--|
| 29. NAME & ADDRESS OF ORGA (Write in full) | NAIST I ION | | d/yyyy) | NUMBER OF HOURS | E BAK O | POSITION / NATURE OF WORK | |
| CIC Alumni Association | 198 4 | present | E mano d | Alumni Member | 11 to the second of the second | | |
| CYMWA,Brgy. Sto. Rosario Baybay City Leyte | | | present | | Member/Facilitato | r/Coordinator | |
| sto.Padre Pio religious group (Baybay Chapter) | | Sept. 23,2013 | present | To the bus | Member/Facilitato | r/Coordinator | |
| community Service/Outreach Program (Brgy. Sto. Rosario/Z | one 9) | May 1,2007 | present | | Coordinator/Facilitator | | |
| BEC Cell #1 Sto. Padre Pio Group;San Isidro Chapel Baybay | City Leyte | Sept. 1,2018 | present | | Group Leader/Co | ordinator/Facilitator | |
| | | | | | | | |
| VII. LEARNING AND DEVELOPMENT (L&D) IN Start from the most recent L&D training program and include o | TERVENTIONS/TRAINING PI | | TENDED | | erial positions) | | |
| 30. TITLE OF LEARNING AND DEVELOPMENT INTERV (Write in full) | ENTIONS/TRAINING PROGRAMS | INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) | | NUMBER OF HOURS | Type of LD (Managerial/ Supervisory/ Technical/etc) | CONDUCTED/ SPONSORED BY (Write in full) | |
| Seminar Workshop on Records Matrix & NAP Form 1 Compl | etion | Prom December 13,20 | To 19 | met all te | es propertie | CCE Bldg. 1st Floor;VSU Baybay City | |
| Awareness Seminar on RA #11032 & PDS Training | | Nov. 26-27,2019 | | adal suu | | RDE Hall;OVPRE, VSU | |
| Human Resource Mgt. Information System Training | | Nov. 25,2019 | an niche bi | d no 1568 to | 0.4.4.5 | VSU Convention Center | |
| Briefing Orientation on PDF for NBC 461 | Haran Award A. | Nov. 15,2019 | | | | QAC,VSU | |
| SO End Process Audit | has salv r | Sept. 16,2019 | q sun medy ne s | setto e u gra uorsa ispat | disconduction | CCE Bldg., VSU Baybay City Leyte | |
| Briefing on ISO | | | | eder hat | ARCO ON | QAC,VSU | |
| GSIS Financial Literacy Seminar | el ma 188, agrale | July 8,2019 | | | | PhilRootcrops Training Hall, VSU | |
| Seminar on Bomb Treat Awareness | 1000 | April 5,2019 | less Control | 55.581/1 | 120 | RDE Hall;OVPRE, VSU | |
| VSU Coop General Assembly | | | a raid est | W/12 98:11 | (\$500 \\$50) | Pavillon Glass Room, VSU Baybay City | |
| Environmental Ethic the Heart & Tourism Industry | | | | | | RDE Hall, OVPRE <vsu< td=""></vsu<> | |
| Participant VSU AdPA Gen. Assembly Meeting | * 17 | Dec. 17, 2018 | | | | RDE Hall, OVPRE <vsu< td=""></vsu<> | |
| Participant VSUCC Basic Coop Seminar | ra cuaje CPX # | Nov. 17,2018 | | | | Pavillon Glassroom, VSU | |
| Evaluation Facilitator Performance Evaluation | | Nov. 8,2018 | Nov. 17,2018 | | | Dept. of Agronomy VSU | |
| Participant Final Reminders On Site Assessment & GSIS Updates | | Sept. 14,2018 | 195 | | NAME OF THE OWNER OF | RDE Hall;OVPRE, VSU | |
| Participant PRIME HRM Training Seminar | in all 1 | April 29,2018 | | | | RDE Hall, OVPRE, VSU | |
| Facilitator/Committee Regional Abaca Summit | 262 5 602 525 | June 20,2018 | June 21,2018 | | | RDE Hall, OVPRE, VSU | |
| Loyalty Awardee 25 years of Continuous Dedicated Service from June 16,1992 | TOP BY TO BY | Sept. 29,2017 | 1.11.0 | il in the second | | VSU Gymnasium | |
| Facilitator Proposal Dev't. workshop on Establishment an Ab Distribution | aca Planting Materials Production & | Aug. 17,2017 | Aug. 18,2017 | at acina | | NARC Training Hall, VSU | |
| Facilitator Training on Abaca Production , Productivity Enhanthe City of Baybay | ncing Measure to increase supply in | 7/26/2017 | July 27,2017 | Have shown as | | NARC Training Hall, VSU | |
| Facilitator Workshop on Developing a Program Proposal for | March 9,2017 | March 10,2017 | | | NARC Training Hall, VSU | | |
| Facilitator Trauining on Production, Pest & Diseases Identification of Mgt. Nursery & Plantation Establishment | | | Feb. 21,2017 | A CONTRACTOR | en de seu en e | NARC Training Hall, VSU | |
| VIII. OTHER INFORMATION | (Co | ontinue on separate | sheet if necessary | (y | | | |
| 31. SPECIAL SKILLS and HOBBIES | 32. NC | N-ACADEMIC DIST (Wr | INCTIONS / RECO | GNITION | 3 - 4 - 2 | 33 MEMBERSHIP IN ASSOCIATION/ORGANIZA (Write in full) | |
| computer literate, bookkeeping, record management, handicraft making, cooking, driving motorcycle, playing volleyball, table tennis,gardening and landscaping, community service organizing, events facilitatorand coordinator, facilitating meetings, trainings, seminars, workshop, conferences, Evaluation Facilitator of VSU Faculty Teaching Performance | None | (vine in full) | | | | FCIC Alumni Association, CYMWA, Administrative Personnel Association | |
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| 34. | Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate | | | | | | |
|-----|---|--|--|---|--|--|--|
| | Bureau or Department where you will be apppointed, a. within the third degree? | 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 | D VEC | ZI NO | | | |
| | | F-WN | | √ NO | | | |
| | b. within the fourth degree (for Local Government Unit - Car | reer Employees)? | | √ NO | | | |
| | | | If YES, give details | | | | |
| 35. | a. Have you ever been found guilty of any administrative off | fense? | ☐ YES | ✓ NO | | | |
| | | | If YES, give details | | | | |
| | | | | | | | |
| | b. Have you been criminally charged before any court? | | YES | ✓ NO | | | |
| | b. Have you been diffillially charged belove any count: | If YES, give details: | | | | | |
| | | | Date Filed: | | | | |
| | | | Status of Case/s: | | | | |
| 36. | Have you ever been convicted of any crime or violation of a | ny law, decree, ordinance or regulation by | ☐ YES | ☑ NO | | | |
| | any court or tribunal? | | If YES, give details: | | | | |
| 37. | Have you ever been separated from the service in any of the | e following modes: resignation, retirement. | YES | ☑ NO | | | |
| | dropped from the rolls, dismissal, termination, end of term, | | If YES, give details: | | | | |
| | in the public or private sector? | 2010/2010 | | | | | |
| 38. | | Have you ever been a candidate in a national or local election held within the last year (except rangay election)? | | | | | |
| | Barangay election)? | | | | | | |
| | b. Have you resigned from the government service during the | 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 | | If YES, give details: | | | | |
| 39. | Have you acquired the status of an immigrant or permanent | t resident of another country? | ☐ YES ☑ NO | | | | |
| | | | If YES, give details (country): | | | | |
| 40. | Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma | gna Carta for Disabled Persons (RA 7277): | | | | | |
| | and (c) Solo Parents Welfare Act of 2000 (RA 8972), please | | | | | | |
| a. | Are you a member of any indigenous group? | | ☐ YES | ✓ NO | | | |
| | | | If YES, please specify | | | | |
| b. | Are you a person with disability? | | ☐ YES ☑ NO If YES, please specify ID No: | | | | |
| C. | Are you a solo parent? | | | | | | |
| | Arie you a solo parent? | ☐ YES ☑ NO If YES, please specify ID No: | | | | | |
| 41. | REFERENCES (Person not related by consanguinity or affinity to applicant | nt /appointee) | | | | | |
| | NAME | ADDRESS | TEL. NO. | | | | |
| | DR. FELICIANO G. SINON | NARC,VSU | 9173108072 | | | | |
| | DR. LUZ O. MORENO | NARC,VSU | 053-563-7598 | | | | |
| 42 | DR. RUBEN M. GAPASIN | Brgy. Guadalupe, Baybay City Leyte | 9176336571 | | | | |
| 42. | I declare under oath that I have personally accomplishe complete statement pursuant to the provisions of pertir | of this Personal Data Sheet which is a t | rue, correct and | | | | |
| | Philippines. I authorize the agency head/authorized represe | entative to verify/validate the contents state | ed herein. | | | | |
| | agree that any misrepresentation made in this doct | ument and its attachments shall caus | e the filing of | | | | |
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| | /License/Passport No.: CRW 00G - 00G1-3305-6 | | | | | | |
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| | SUBSCRIBED AND SWORN to before me this | JUL 2020 , affiant exhib | iting his/her validly issued | government ID as indicated above. | | | |
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