

# 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	DESADES		
FIRST NAME	CHRISTY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	MINOZA		
3. DATE OF BIRTH (mm/dd/yyyy)	APRIL 28, 1988	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	LIBERTAD, ISABEL, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street SITIO BANANA ISLAND BALUGO, Subdivision/Village Barangay ALBUERA, LEYTE City/Municipality Province
7. HEIGHT (m)	1.58	ZIP CODE	6542
8. WEIGHT (kg)	61		
9. BLOOD TYPE	TYPE O +	18. PERMANENT ADDRESS	House/Block/Lot No. Street SITIO BANANA ISLAND BALUGO, Subdivision/Village Barangay ALBUERA, LEYTE City/Municipality Province
10. GSIS ID NO.	006-0128-3713-9	ZIP CODE	6542
11. PAG-IBIG ID NO.	121092066415		
12. PHILHEALTH NO.	13-000094769-6		
13. SSS NO.	NONE	19. TELEPHONE NO.	NONE
14. TIN NO.	282-116-858	20. MOBILE NO.	09306429962/09978407423
15. AGENCY EMPLOYEE NO.	V000179	21. E-MAIL ADDRESS (if any)	<a href="mailto:christy.desades@vsu.edu.ph">christy.desades@vsu.edu.ph</a>

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N.A.		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME		NAME EXTENSION (JR., SR)	N.A.	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	DESADES			
FIRST NAME	CRESCENCIANO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MESPEROS			
25. MOTHER'S MAIDEN NAME				
SURNAME	MINOZA			
FIRST NAME	TERESITA			
MIDDLE NAME	VILLA PLAZA		(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	N.A.			GRADUATE	2001	SALUTARORIAN
SECONDARY	DAMULAN NATIONAL HIGH SCHOOL	N.A.			GRADUATE	2005	VALEDICTORIAN
VOCATIONAL / TRADE COURSE	N.A.	N.A.			N.A.	N.A.	N.A.
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SECONDARY EDUCATION MAJOR IN BIOLOGY-CHEMISTRY			GRADUATE	2009	N.A.
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF EDUCATION MAJOR IN BIOLOGY			GRADUATE	2013	N.A.
GRADUATE STUDIES	WEST VISAYAS STATE UNIVERSITY	PHD IN SCIENCE EDUCATION MAJOR IN BIOLOGY			GRADUATING	IN PROGRESS	DOST SCHOLAR

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 15, 2019
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[illegible]

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

[illegible]

SIGNATURE	<i>E. Reader</i>	DATE	November 15, 2019
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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			
	SINGLE ADULTS FELLOWSHIP	Jun-09	PRESENT	10 YEARS		MEMBER, CHRISTIAN COMMUNITY
	UNIVERSITY INTER-DORM ORGANIZATION (UISB)	Jun-13	Jun-14	1 YEAR		ADVISER
	WALING-WALING LADIES DORM	Jun-10	May-14	4 YEARS		ADVISER
	DAHLIA LADIES' DORM	Jun-09	May-10	1 YEAR		ASSISTANT ADVISER
	KABALIKAT CIVICOM	1/1/2018	PRESENT		MEMBER	

**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)

[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)
	COMPUTER LITERATE		NONE		VSU FACULTY & STAFF
	PLAYING TABLE TENNIS				PSLAB Inc.
	DANCING & SINGING				Philippine Organization of Science and Technology Educators (POSTE) Region VIII, Inc.
	PLANTING ORNAMENTAL AND FLOWERING PLANTS				RED CROSS
					Association of Science and Math Coaches (ASMAC)
					WDSA DOST SCHOLAR
					State University and Colleges Teachers Educators Association (SUCTEA)
					National Organization of Science Teachers and Educators
SIGNATURE				DATE	November 15, 2019




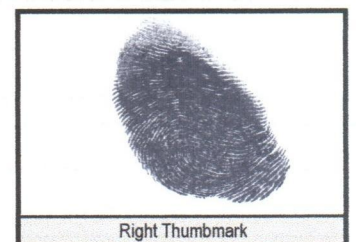
34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details:  <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ Finished Contract
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
DR.SHALOM GRACE C. SUGANO	VSU,VISCA, BAYBAY CITY, LEYTE	9753403552
DR.ALELI A. VILLOCINO	VSU,VISCA, BAYBAY CITY, LEYTE	9173040879
DR. EDGARDO E. TULIN	VSU,VISCA, BAYBAY CITY, LEYTE	563 - 7067
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: SCHOOL ID
ID/License/Passport No.: V000179
Date/Place of Issuance: June 1, 2009/VSU, VISCA, BAYBAY


Signature (Sign inside the box)
November 15, 2019
Date Accomplished



SUBSCRIBED AND SWORN to before me this 20 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN G. GUINOCOR VSU LEGAL OFFICER
Person Administering Oath




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: December 31, 2018 - present
- Position: Instructor 3
- Name of Office/Unit: VSU Integrated High School
- Immediate Supervisor: Shalom Grace C. Sugano
- Name of Agency/Organization and Location: Visayas State University, VSU, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Developed instructional and intervention materials for students.
  - Presented research papers/findings in education
- Summary of Actual Duties
  - Responsible for instruction in the Integrated High School. Develop instructional material. Provide intervention when needed. Conduct research and present the findings in national and international platforms.

- Duration: June 1, 2009 – December 30, 2018
- Position: Instructor 1
- Name of Office/Unit: VSU Integrated High School
- Immediate Supervisor: Rosario P. Abela
- Name of Agency/Organization and Location: Visayas State University, VSU, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Developed instructional and intervention materials for students.
  - Presented research papers/findings in education
- Summary of Actual Duties
  - Responsible for instruction in the Integrated High School. Develop instructional material. Provide intervention when needed. Conduct research and present the findings in national and international platforms.

  
**CHRISTY M. DESADES**  
(Signature over Printed Name  
of Employee/Applicant)

Date: 11/15/2019