

WARNING: Any misinterpretation 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

II. FAMILY BACKGROUND

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

(Continue on separate sheet if necessary)


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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		DATE	7/1/2020	CS FORM 212 (Revised 2017), Page 2 of 4
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[Signature]

7/1/2020

[illegible]

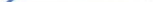
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED







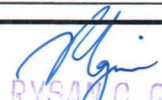
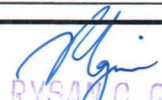
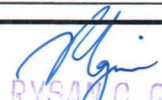
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VIII. OTHER INFORMATION

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SIGNATURE		DATE	7/1/2020	CS FORM 212 (Revised 2017), Page 3 of 4
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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)?	<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 type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No: _____																
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)																	
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>Dr. Jose L. Bacusmo</td><td>VSU, ViSCA, Baybay City, Leyte</td><td></td></tr><tr><td>Dr. Ma. Juliet C. Ceniza</td><td>VSU, ViSCA, Baybay City, Leyte</td><td></td></tr><tr><td>Dr. Victor B. Asio</td><td>VSU, ViSCA, Baybay City, Leyte</td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dr. Jose L. Bacusmo	VSU, ViSCA, Baybay City, Leyte		Dr. Ma. Juliet C. Ceniza	VSU, ViSCA, Baybay City, Leyte		Dr. Victor B. Asio	VSU, ViSCA, Baybay City, Leyte					
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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.																	
<table><tr><td colspan="2">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:</td><td>UMID</td></tr><tr><td>ID/License/Passport No.:</td><td>006006882860</td></tr><tr><td>Date/Place of Issuance:</td><td>Baybay City, Leyte</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:	UMID	ID/License/Passport No.:	006006882860	Date/Place of Issuance:	Baybay City, Leyte	<table><tr><td colspan="2"></td></tr><tr><td colspan="2">Signature (Sign inside the box)</td></tr><tr><td colspan="2">7/1/2020</td></tr><tr><td colspan="2">Date Accomplished</td></tr></table>			Signature (Sign inside the box)		7/1/2020		Date Accomplished	
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SUBSCRIBED AND SWORN to before me this <u>14 JUL 2020</u> , affiant exhibiting his/her validly issued government ID as indicated above.																	
<table><tr><td colspan="2"></td></tr><tr><td colspan="2">ATTY. RYSA C. GUINOCOR</td></tr><tr><td colspan="2">VSU LEGAL COUNSEL</td></tr><tr><td colspan="2">Person Administering Oath</td></tr></table>				ATTY. RYSA C. GUINOCOR		VSU LEGAL COUNSEL		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 1, 2001 - present**
- Position: **Administrative Aide III**
- Name of Office/Unit: **Office of the University Secretary**
- Immediate Supervisor: **Prof. Francisco G. Gabunada, Jr.**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City**
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Recording and filing of incoming documents.


ANTONIETA D. ISRAEL
Employee

Date: 7/1/2020