

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	Rola		
FIRST NAME	Cherry	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Nunez		
3. DATE OF BIRTH (mm/dd/yyyy)	December 12, 1978	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:
4. PLACE OF BIRTH	Guadalupe, Baybay, 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 type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Apartment 20 Kilbourne House/Block/Lot No. Street Visca Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.50	ZIP CODE	6521-A
8. WEIGHT (kg)	55	18. PERMANENT ADDRESS	Apartment 20 Kilbourne House/Block/Lot No. Street Visca Subdivision/Village Barangay Baybay Leyte City/Municipality Province
9. BLOOD TYPE	A+	ZIP CODE	6521-A
10. GSIS ID NO.	2004059709	19. TELEPHONE NO.	563-9414
11. PAG-IBIG ID NO.	1210-0643-7290	20. MOBILE NO.	09202991714
12. PHILHEALTH NO.	13-000101373-5	21. E-MAIL ADDRESS (if any)	nengpatok@gmail.com
13. SSS NO.	N/A		
14. TIN NO.	353-943-385-000		
15. AGENCY EMPLOYEE NO.	VJ00363		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Rola	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Jude	NAME EXTENSION (JR., SR)	Justin John N. Rola April 16, 2002
MIDDLE NAME	Guiawan		Kurt Daniel N. Rola December 5, 2005
OCCUPATION	Instructor		
EMPLOYER/BUSINESS NAME	Visayas State University		
BUSINESS ADDRESS	Visca, Baybay, Leyte		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	Nunez		
FIRST NAME	Petronilo	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Burgos		
25. MOTHER'S MAIDEN NAME			
SURNAME	Andoy		
FIRST NAME	Maria		
MIDDLE NAME	Lorejas	(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	VISCA Foundation Elementary School		06/00/1989	03/00/1992		1992	
SECONDARY	VISCA Laboratory High School		06/00/1992	03/00/1996		1996	
COLLEGE	Visayas State College of Agriculture	Bachelor of Science in Development Communication (Community Broadcasting)	06/00/1996	04/00/200		2000	
GRADUATE STUDIES	Southern Leyte State University-Tomas Oppus	Master of Arts in Education (English Language Teaching)	06/00/2007	03/00/2013		2013	
GRADUATE STUDIES	Cebu Normal University	Doctor of Arts in Literature and Communication	06/00/2015	05/00/2019		2019	VSU Fellowship Grant

(Continue on separate sheet if necessary)

IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	N/A					

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

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

[illegible]

(Continue on separate sheet if necessary)

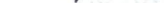
SIGNATURE		DATE	11/19/2019	CS FORM 212 (Revised 2017), Page 2 of 4
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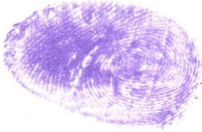

[illegible]

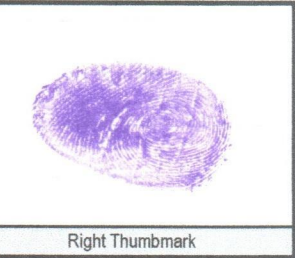
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive Managerial positions)

(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	N/A	Philippine Association for Language Teaching, Inc.
		Speech Communication Organization of the Philippines
		Culture, Arts and Design Association of the Philippines-Foundation, Inc.
		Pambansang Samahan sa Linggwistika at Literaturang Filipino, Inc.

SIGNATURE		DATE	11/19/2019	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)?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>												
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?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>												
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. Guiraldo C. Frenandez, Jr.</td><td>Visca, Baybay, Leyte</td><td></td></tr><tr><td>Dr. Remberto A. Patindol</td><td>Visca, Baybay, Leyte</td><td></td></tr><tr><td></td><td></td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dr. Guiraldo C. Frenandez, Jr.	Visca, Baybay, Leyte		Dr. Remberto A. Patindol	Visca, Baybay, 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.													
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <table><tr><td>Government Issued ID:</td><td>Driver's License</td></tr><tr><td>ID/License/Passport No.:</td><td>H12-14-001331</td></tr><tr><td>Date/Place of Issuance:</td><td>Baybay, Leyte</td></tr></table>	Government Issued ID:	Driver's License	ID/License/Passport No.:	H12-14-001331	Date/Place of Issuance:	Baybay, Leyte	<div><div></div><div>Signature (Sign inside the box)</div><div>07/092019</div><div>Date Accomplished</div></div> <div><div></div><div>Right Thumbmark</div></div>						
Government Issued ID:	Driver's License												
ID/License/Passport No.:	H12-14-001331												
Date/Place of Issuance:	Baybay, Leyte												
SUBSCRIBED AND SWORN to before me this 29 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.													
<div><div></div><div>ATTY. RYSAN C. GUINOCOR</div><div>Person Administering Oath</div></div>													



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.

Sample: If applying to Supervising Administrative Officer

- Duration: August 02, 2016 – January 31, 2017
- Position: Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught Filipino subjects
 - Designed and revised a number of course syllabi and instructional materials
- Summary of Actual Duties
 - Responsible in teaching Filipino subjects, submitting grades and accomplishing other necessary requirements.

- Duration: June, 2009 – present
- Position: Instructor III (Permanent)
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught English major and minor subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
 - Responsible in teaching English subjects, ensuring a quality service as instructor, adviser and mentor to the students
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


CHERRY N. ROLA

(Signature over Printed Name
 of Employee/Applicant)

Date: _____

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