CS Form No. 212
Revised 2017

## **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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. 1. CS ID No. Print legibly. Tick appropriate boxes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only) 2 SURNAME NA PIERE NAME EXTENSION (JR., SR) FIRST NAME WILMA MIDDLE NAME VALIENTE 3. DATE OF BIRTH 7/21/1966 16 CITIZENSHIP Dual Citizenship ✓ Filipino (mm/dd/yyyy) 4. PLACE OF BIRTH **BULA, CAMARINES SUR** Pls. indicate country: If holder of dual citizenship, please indicate the details. Male ✓ Female 5. SEX **Philippines** T Married Single 17 RESIDENTIAL ADDRESS 7one 2 N/A 6 CIVIL STATUS House/Block/Lot No Widowed Street Separated GUADALUPE Other/s: Subdivision/Village Barangay BAYBAY CITY LEYTE 7. HEIGHT (m) 1.54 City/Municipality Province 8. WEIGHT (kg) 57 ZIP CODE 6521 18. PERMANENT ADDRESS Zone 2 N/A 9. BLOOD TYPE 0 House/Block/Lot No. Street GUADALUPE 10. GSIS ID NO. 66072102127 Subdivision/Village Barangay **BAYBAY CITY** LEYTE 11 PAG-IBIG ID NO 1700-0020-4934 City/Municipality Province 12. PHILHEALTH NO. 19-000815360-8 ZIP CODE 6521 13 SSS NO 03-9488550-4 19 TELEPHONE NO N/A 14. TIN NO. 186-643-855 20. MOBILE NO. 09359633220 15. AGENCY EMPLOYEE NO. V00753 21. E-MAIL ADDRESS (if any) wilma napiere@yahoo.com FAMILY BACKGROUND NAPIERE 22. SPOUSE'S SURNAME 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) TED JONATHAN V. NAPIERE **ELMER** FIRST NAME 12/20/1994 RICO JOMER V NAPIERE BALDEA MIDDLE NAME 5/16/2002 ELOISA JEAN V. NAPIERE NONE OCCUPATION 4/3/2006 EMPLOYER/BUSINESS NAME N/A **BUSINESS ADDRESS** N/A TELEPHONE NO 9752156772 24. FATHER'S SURNAME VALIENTE NAME EXTENSION (JR., SR) LUIS FIRST NAME MIDDLE NAME ROMAN 25. MOTHER'S MAIDEN NAME SURNAME BUSTAMANTE JOSEFINA FIRST NAME AGUII AR MIDDLE NAME (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP/ HIGHEST LEVEL PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR **ACADEMIC** LEVEL UNITS EARNED (if not graduated) (Write in full) GRADUATED (Write in full) RECEIVED To From BULA CENTRAL SCHOOL RIMARY EDUCATION FLEMENTARY 1973 1979 1979 SECONDARY **CAMARINES SUR NATIONAL HIGH SCHOOL** HIGH SCHOOL 1983 1983 VOCATIONAL / TRADE COURSE BACHELOR OF SCIENCE IN COMMERCE-ATENEO DE NAGA UNIVERSITY COLLEGE 1983 1987 1987 ACCOUNTING GRADUATE STUDIES N/A SIGNATURE DATE 4-25-2017 momphie

IV. CIVIL S	SERVICE ELIG	IBILITY							
27. CAR		1080 (BOARD/ BAR) UNDER	RATING	DATE OF	SI 405 05 5V44W4	TION LOONES		LICENSE (if ap	oplicable)
BA		WS/ CES/ CSEE LITY / DRIVER'S LICENSE	(If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINA	THON / CONFER	(MEN1	NUMBER	Date of Validity
Ca	areer Service S	ub-Professional	75.00%	8/3/1986	Nag	a City		N/A	N/A
	Career Service	Professional	80.54%	2/16/1997	Iriga	City		N/A	N/A
	EXPERIENCE vate employme	nt. Start from your recent		ontinue on separate sheet i		Work Expen	ience sheet.		
(r	LUSIVE DATES mm/dd/yyyy)	POSITION TITLE (Write in full/Do not abbreviate)		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From 12/1/2016	PRESENT	Administrative	Aide IV	Vicavac State III	niversity/Accounting	P11,658 to		norman s-4	V
5/16/2013		Administrative				P12,155	4-1	permanent	Yes
	11/30/2016				niversity/Accounting	P10,985	3-2	permanent	Yes
1/2/2012	5/15/2013	Administrative	Alde III	+	niversity/Accounting	P402.45/day	3-1	casual	Yes
6/1/2011	12/31/2011	Clerk		Visayas State U	niversity/Accounting	P260/day	3-1	contractual	Yes
2/4/2006	5/31/2010	Finance Of		Reggie Realty Dev	velopment Corporation	P12,000	N/A	permanent	No
6/17/2004	1/31/2006	Credit & Collection Of Officer to Boo		Filbars and Compa	ny, Inc./Superbooks, Inc.	P13,500	N/A	permanent	No
8/16/2001	5/31/2004	Clerk I		Leyte Sta	ate University	P274.50/day	3-1	casual	Yes
12/28/2000	4/30/2001	Credit and Collec	tion Officer	DATACRA	AFT-OPSIS, Inc.	P9,800	N/A	permanent	No
4/24/2000	12/27/2000	Credit and Collect	tion Officer	OP	SIS, Inc.	P9,800	N/A	permanent	No
5/15/1998	3/31/2000	Bookeep	er		yees Multi-Purpose	P175.00/day	N/A	permanent	No
10/1/1996	1/31/1997	Clerk			t Unit-Bula, Camarines	P130.00/day	N/A	casual	Yes
11/14/1995	3/29/1996	Cashie	r	Lifeline Arrows M	Sur edical Specialists, Inc.	P175.00/day	N/A	probationary	No
3/4/1992	6/25/1994	Food and Bevera	ge Cashier		el Saipan Beach	\$ 416.00	N/A	contractual	No
7/1/1988	1/31/1992	Food and Bevera		The Westin Philip	opine Plaza Hotel(now	P3,920	N/A	casual	No
	1131/1332	1 cod and Bovera	ge damei	Hotel Sofitel Phi	ilippine Plaza Manila)	13,320	NA	Casuai	NO
SIGN	NATURE	7	- Impreie	ontinue on separate sheet	fnecessary) DATE		4-25	:-2017	

29. NAME & ADDRESS OF ORGANIZATION (Write in full)  N/A		SIVE DATES viddlyyyy)  To	NUMBER OF HOURS		POSITION / NATURE OF WORK
N/A					
			+		
			- 1		
		1			
	1	-			
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING	(Continue on separal G PROGRAMS AT	TENDED	ry)		
(Start from the most recent L&D/training program and include only the relevant L&D/training ta	CHARLE BURNESS		Chief/Executive/Mana	egerial positions)	
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	ATT	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		Type of LD ( Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)
	From	То		Technical/etc)	(write in fail)
Implementing the Government Accounting Manual for National Government Agenci For Agency Personnel	0/15/2016	8/19/2016	40.0	Technical	Commission On Audit RO8
Philippine Public Sector Accounting Standards and the Revised Chart of Accounts- National	8/1/2016	8/5/2016	40.0	Technical	Commission On Audit RO8
					a to the
VIII. OTHER INFORMATION	(Continue on separa	le sheet if necessa	ary)		
	NON-ACADEMIC DIS	TINCTIONS / REC	OGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION
31. SPECIAL SKILLS and HOBBIES 32.	(V	/rite in full)			33. (Write in full)
Bookkeeping		VA			N/A
Cashiering		VA			N/A
Computer Literate	1	VA			N/A
				-	
	2-4-1				
	(Continue on separa	te sheet if necess	ary)		
SIGNATURE mhy	NAME OF TAXABLE PARTY.	7 170035	THE RESERVE OF THE PARTY OF THE	ATE	4-25-2017
					CS FORM 212 (Revised 2017), Page 3 of

		•
	e supervision over you in the Office,	
		YES V NO
	reer Employees)?	YES V NO
		If YES, give details:
a. Have you ever been found guilty of any administrative off	ense?	YES NO
		If YES, give details:
b. Have you been criminally charged before any court?		YES NO
		If YES, give details:
		Date Filed: Status of Case/s:
Have you ever been convicted of any crime or violation of a	ny law decree, ordinance or regulation by	
	ny lan, assiss, siamanso si logaladon sy	☐ YES ☑ NO If YES, give details:
		11 . 20, 91.0 434410.
Have you ever been separated from the service in any of the	e following modes: resignation,	✓ YES NO
retirement, dropped from the rolls, dismissal, termination, er		If YES, give details:
		resignation
	ection held within the last year (except	YES VO
		If YES, give details:
- 18일 (PROBERT NEW CONTROL OF THE CONTROL OF STREET OF STREET CONTROL OF STREET CONTROL OF STREET CONTROL OF S	: [1] : [1]	☐ YES ☑ NO If YES, give details:
	and the second s	
nave you acquired the status of an immigrant or permanent	resident of another country?	YES NO If YES, give details (country):
		If FES, give details (country):
Pursuant to: (a) Indigenous People's Act (RA 8371): (b) Ma	gna Carta for Disabled Persons (RA	
Are you a member of any indigenous group?		YES VO
Are you a person with disability?		If YES, please specify:  YES  NO
mo yeu a porcer. Wan dicability .		If YES, please specify ID No:
Are you a solo parent?		YES NO
		If YES, please specify ID No:
REFERENCES (Person not related by consanguinity or affinity to applicant	/appointee)	
NAME	ADDRESS	TEL. NO.
ERLINDA S. ESGUERRA	BAYBAY CITY, LEYTE	09176341538
ANITA G. GODOY	BAYBAY CITH LEVIE	563-7189
	1 1 1 1 1 1 1 1 1 1 1	
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declare under oath that I have personally accomplished		Republic of the
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	chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed, as within the third degree?  b. within the fourth degree (for Local Government Unit - Cardian Have you ever been found guilty of any administrative off to the Have you ever been convicted of any crime or violation of a lany court or tribunal?  Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, ever a land provided in a national or local electron to promote/actively campaign for a national or local electron to promote/actively campaign for a national or local Have you acquired the status of an immigrant or permanent Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972) Are you a person with disability?  Are you a solo parent?  REFERENCES (Person not related by consanguinity or affinity to applicant separates.	a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?  a. Have you ever been found guilty of any administrative offense?  b. Have you been criminally charged before any court?