

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	NERI		
FIRST NAME	VICTOR	NAME EXTENSION (JR., SR)	
MIDDLE NAME	SAMOYA		
3. DATE OF BIRTH (mm/dd/yyyy)	12/10/1999	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	AMGUHAN, BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.67 m	17. RESIDENTIAL ADDRESS	N/A N/A House/Block/Lot No. Street
8. WEIGHT (kg)	72 kg	ZIP CODE	N/A AMGUHAN Subdivision/Village Barangay
9. BLOOD TYPE	UNKNOWN		BAYBAY CITY LEYTE City/Municipality Province
10. GSIS ID NO.	N/A		6521
11. PAG-IBIG ID NO.	1213416152261	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street
12. PHILHEALTH NO.	13-202845982-7	ZIP CODE	N/A AMGUHAN Subdivision/Village Barangay
13. SSS NO.	N/A		BAYBAY CITY LEYTE City/Municipality Province
14. TIN NO.	613-996-325-00000		6521
15. AGENCY EMPLOYEE NO.	N/A	19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09950279652
		21. E-MAIL ADDRESS (if any)	victorsamuya17@gmail.com

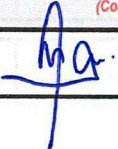
II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A		N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	NERI		N/A	N/A
FIRST NAME	FEDELINO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	VILLASOTES		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	SAMUYA		N/A	N/A
FIRST NAME	GLORIA		N/A	N/A
MIDDLE NAME	BARCOS		(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	AMGUHAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	2006	2012		2012	VALEDICT ORIAN
SECONDARY	BAYBAY CITY SENIOR HIGH SCHOOL	SCIENCE, TECHNOLOGY, ENGINEERING, AND MATHEMATICS	2012	2018		2018	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT COMMUNICATION	2018	2022		2022	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A		N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 16, 2024
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 16, 2024
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	LIHOK BAYBAY ELECTION RALLY, BAYBAY CITY	03/25/2022	04/25/2022		PHOTOGRAPHER/VIDEOGRAPHER
	RADYO KABATAAN- A RADIO PROGRAM BY SANGGUNIANG KABATAAN FEDERATION OF BAYBAY CITY	10/01/2020	03/01/2021		HOST/RADIO DJ

(Continue on separate sheet if necessary)

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


[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
HOSTING	National Qualifier for Radio Broadcasting Secondary English in Feb 2018 in Dumaguete City	DEVELOPMENT COMMUNICATION SOCIETY, VISAYAS STATE UNIVERSITY
VOICE OVER	Research Presenter at the 5th International 6th National TESTcon 2018 at Marco Polo Hotel, Cebu City	VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION, INC.
PHOTOGRAPHY	BCSHS Most Outstanding Award in Communication Arts in 2018	HOPE VSU
VIDEOGRAPHY	N/A	N/A
MS OFFICE	N/A	N/A
SINGING	N/A	N/A
N/A	N/A	N/A

(Continue on separate sheet if necessary)

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	December 16, 2024

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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

If YES, please specify:

☐ YES☒ NO

If YES, please specify ID No:

☐ YES☒ NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
JILL VIVIENNE Y. LEE	QUEZON CITY	0917-895-4916
MRS. MARISSA M. CANO	BAYBAY CITY, LEYTE	0975-878-2331
DR. ROTACIO S. GRAVOSO	BAYBAY CITY, LEYTE	0935-594-1621

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: BIR TIN CARD


ID/License/Passport No.: 613-996-325-00000

Date/Place of Issuance: 05-SEP-2022/ORMOC CITY, LEYTE


Signature (Sign inside the box)

December 12, 2024

Date Accomplished



VICTOR S. NERI



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 18 DEC 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSANIE C. GUINOCOR

YSU Chief Legal Officer

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: September 2022- May 2024
- Position: Consultant
- Name of Office/Unit: Office of the Fifth District of Leyte
- Immediate Supervisor: Rep. Carl Nicolas C. Cari
- Name of Agency/Organization and Location: House of Representative, Batasang Pambansa
- List of Accomplishments and Contributions (if any)
 - Data Entry for government programs
 - Document organization and filing
 - Social media management
- Summary of Actual Duties
 - Encoding of databases for DOLE TUPAD and GIP, CHED TDP and SMART Grant, DOG MAIP, DSWD AICS.
 - Interviewing constituents
 - Social Media Management
 - Video editor, cameraman, anchor, and field reporter of Kinto Bandilyo News posted on the Carl Cari Facebook page
 - Article contributor for Kinto Badilyo Newspaper
 - Draft souvenir messages, speeches, and talking points of Congressman Carl Cari

- Duration: May 13, 2024- Present
- Position: Administrative Assistant V
- Name of Office/Unit: Office of the Vice President for Academic Affairs (OVPA)
- Immediate Supervisor: Dr. Rotacio S. Gravoso
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)
 - Manage the appointments/schedule of activities of the OVPA and arrange the official appointments and functions of the VP for Academic Affairs
 - Draft communications for VSU units and other agencies
 - Prepare travel-related documents of the VP
 - Interview and screen callers and visitors
 - Coordinate and collaborate with offices within and/or outside the OVPA to ensure efficient, effective, and timely delivery of services
- Summary of Actual Duties
 - Provides assistance to the Vice President for Academic Affairs in his daily functions and responsibilities in the university, contributing to the success of the administration


VIGOR S. NERI

(Signature over Printed Name
of Employee/Applicant)

Date: Dec. 16, 2024