

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 () 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	DELUZA			
FIRST NAME	JEANIE ROSE		NAME EXTENSION (JR., SR)	NA
MIDDLE NAME	SUASE			
3. DATE OF BIRTH (mm/dd/yyyy)	11/27/1995	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	BUTUAN CITY, AGUSAN DEL NORTE	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	Purok Banana	
7. HEIGHT (m)	1.57m	ZIP CODE	House/Block/Lot No.	Street
8. WEIGHT (kg)	50kg		Subdivision/Village	Hingatangan
9. BLOOD TYPE	B+		Silago	Barangay
10. GSIS ID NO.	NA		City/Municipality	Southern Leyte
11. PAG-IBIG ID NO.	121230046589	18. PERMANENT ADDRESS	House/Block/Lot No.	Street
12. PHILHEALTH NO.	13-025508895-6		Subdivision/Village	Hingatangan
13. SSS NO.	34 8824848 1		Silago	Barangay
14. TIN NO.	725-592-437		City/Municipality	Southern Leyte
15. AGENCY EMPLOYEE NO.	NA	20. MOBILE NO.	09283496546	
		21. E-MAIL ADDRESS (if any)	jeaniedeluz@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	NAME EXTENSION (JR., SR)		W/A	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	DELUZA			
FIRST NAME	ROGELIO			
MIDDLE NAME	ARAY			
25. MOTHER'S MAIDEN NAME				
SURNAME	SUASE			
FIRST NAME	JESA			
MIDDLE NAME	AMANTE			

(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	SAN ROQUE ELEMENTARY SCHOOL	ELEMENTARY	2003	2009	ELEMENTARY GRADUATE	2009	1st Honorable Mention
SECONDARY	HINGATUNGAN NATIONAL HIGH SCHOOL	HIGH SCHOOL	2009	2013	HIGHSCHOOL GRADUATE	2013	Salutatorian
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA	NA	NA	NA
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT COMMUNICATION	2014	2018	COLLEGE GRADUATE	2018	Cum Laude
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN DEVELOPMENT COMMUNICATION	2020	2022	MS DEGREE GRADUATE	2022	VSU Graduate Scholar

(Continue on separate sheet if necessary)

SIGNATURE		DATE	NOVEMBER 20, 2023
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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	NOVEMBER 20, 2023
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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		
	PROJECT SEED	22/02/20	22/02/20	8	VOLUNTEER
	TABANG PH	15/04/20	15/05/20	70	VOLUNTEER
	KWENTONG LUNHAW: CONVERSATIONS. COMMUNITY. CONSERVATION.	7/10/2023	11/10/2023	16	ORGANIZER

(Continue on separate sheet if necessary)

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

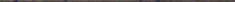
[illegible]

(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)
PHOTOJOURNALISM	RTSPC8 PHOTOJOURNALIST OF THE YEAR, 2016 AND 2017	AMARANTH
PHOTOGRAPHY AND VIDEOGRAPHY	RTPC8 BEST DOCUMENTARY, 2016 "DOS"	AMARANTH

(Continue on separate sheet if necessary)

SIGNATURE		DATE	NOVEMBER 20, 2023
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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)?

☐ 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

☐ 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

☐ YES☒ NO

If YES, give details:

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

☐ YES☒ NO

☐ YES☒ NO

If YES, please specify:


If YES, please specify ID No:

If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
ANTONIO P. ABAMO	BAYBAY, LEYTE	9176341462
ULDERICO B. ALVIOLA	BAYBAY, LEYTE	9778512000
MILAGROS C. BALES	BAYBAY, LEYTE	9424814524

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.



JEANIE ROSE S. DELIZA

PHOTO


Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: PASSPORT

ID/License/Passport No.: P3879126B

Date/Place of Issuance: NOV. 18, 2019 DFA TACLOBAN

Signature (Sign inside the box)
NOVEMBER 21, 2023
Date Accomplished



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

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EDIN B. CHAVEZ-BUTAWAN
Notary Public for the Province of Baybay
Notarial Commission No. B-22-06-06
Until December 31, 2023
PTR No. BC0113706 issued on Jan. 3, 2023
IBP No. O. R. No. 057239 issued on Jan. 2, 2023
VCLC COMPLIANCE NO. VII-0008591-Valid until April 1, 2025
Attorney's Roll No. 42391
TIN No. 207-628-029
R. Maguway Avenue, Baybay City Leyte

Person Administering Oath

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WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied for.

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 starting with the most recent/present employment

- Duration: May 1, 2023 – September 15, 2023
- Position: Community Development Assistant
- Name of Office/Unit: Social Engagement Team
- Immediate Supervisor: Marlea P. Munez
- Name of Agency/Organization and Location: Project Tarsier – Visayas State University (Baybay/Biliran)
- List of Accomplishments and Contributions (if any)
 - **Designed IEC materials for POs**
 - **Craft communication materials for POs**
 - **Conducts IEC/orientations to POs (FPIC)**
- Summary of Actual Duties
 - Responsible for conducting IEC to POs. Designs and crafts communication materials related to project engagements and activities for the POs. Actively collaborates with the Australian counterparts. Performs other tasks assigned by the supervisor.

- Duration: September 2022 – February 2023
- Position: Part-time Instructor
- Name of Office/Unit: Department of Agricultural Extension and Education
- Immediate Supervisor: Milagros C. Bales
- Name of Agency/Organization and Location: Visayas State University - Baybay, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Teaches management of extension programs and community resource management to agriculture students.

- Duration: July 2018 – October 2020
- Position: Science Research Assistant
- Name of Office/Unit: University Integrated Media Center
- Immediate Supervisor: Ulderico B. Alviola
- Name of Agency/Organization and Location: Visayas State University - Baybay, Leyte
- List of Accomplishments and Contributions (if any)
 - **VSU Story 2018**
 - **VSU Story 2020**
 - **First Virtual Graduation, Student and Faculty On-Boarding**

- Summary of Actual Duties

- Served as writer, photographer, and videographer. A content curator and creator for all official social media pages of the university, including print and website management. Covered and spearheads university-organized events (in person and live coverages).


JEANIE ROSE S. DELUZA

(Signature over Printed Name
of Employee/Applicant)

Date: 11/22/2023