

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 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

VILLAS

FIRST NAME

JANSEL JOI

NAME EXTENSION (JR, SR)

N/A

MIDDLE NAME

CABATAÑA

3. DATE OF BIRTH
(mm/dd/yyyy)

01/12/1994

16. CITIZENSHIP

☒ Filipino

☐ Dual Citizenship

☐ by birth

☐ by naturalization

Pls. indicate country:

Philippines

4. PLACE OF BIRTH

MASBATE, MASBATE

5. SEX

☐ Male

☒ Female

6 CIVIL STATUS

☐ Single

☒ Married

☐ Widowed

☐ Separated

☐ Other/s:

7. HEIGHT (m)

1.5m

8. WEIGHT (kg)

45kg

9. BLOOD TYPE

O+

10. GSIS ID NO.

021198503515

11. PAG-IBIG ID NO.

1211-7943-7496

12. PHILHEALTH NO.

13-025425345-7

13. SSS NO.

N/A

14. TIN NO.

459-966-654

15. AGENCY EMPLOYEE NO.

V01053

17. RESIDENTIAL ADDRESS

APARTMENT 49-ANNEX

KILBOURNE STREET

House/Block/Lot No.

Street

VISCA

BARANGAY PANGASUGAN

Subdivision/Village

Barangay

BAYBAY CITY

LEYTE

City/Municipality

Province

6521-A

18. PERMANENT ADDRESS

PUROK 4

Street

BARANGAY 91 ABUCAY

Barangay

TACLOBAN CITY

LEYTE

City/Municipality

Province

6521-A

19. TELEPHONE NO.

(053) 563-7114

20. MOBILE NO.

0977-210-3810

21. E-MAIL ADDRESS (if any)

janz120194@gmail.com / jicabatana@vsu.edu.ph / janseljoi.villas@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME

VILLAS

FIRST NAME

NORBERT JOHN

NAME EXTENSION (JR, SR) N/A

MIDDLE NAME

ORTEGA

OCCUPATION

GRADUATE STUDENT

EMPLOYER/BUSINESS NAME

N/A

BUSINESS ADDRESS

N/A

TELEPHONE NO.

N/A

23. NAME of CHILDREN (Write full name and list all)

NORWAYNE JAN C. VILLAS

DATE OF BIRTH (mm/dd/yyyy)

09/20/2017

24. FATHER'S SURNAME

CABATAÑA

FIRST NAME

JOEL

NAME EXTENSION (JR, SR) N/A

MIDDLE NAME

BELTRAN

25. MOTHER'S MAIDEN NAME

SURNAME

ABINAL

FIRST NAME

LINA

MIDDLE NAME

DELOS SANTOS

III. EDUCATIONAL BACKGROUND

26. LEVEL

NAME OF SCHOOL
(Write in full)

BASIC EDUCATION/DEGREE/COURSE
(Write in full)

PERIOD OF ATTENDANCE

From

To

HIGHEST LEVEL/
UNITS EARNED
(if not graduated)

YEAR
GRADUATED

SCHOLARSHIP/
ACADEMIC
HONORS
RECEIVED

ELEMENTARY

JUDGE ANTONIO R. MONTILLA SR. ELEMENTARY SCHOOL

PRIMARY EDUCATION

2000

2006

2006

WITH HONORS

SECONDARY

LEYTE NATIONAL HIGH SCHOOL

HIGH SCHOOL

2006

2010

2010

VOCATIONAL /
TRADE COURSE

N/A

COLLEGE

EASTERN VISAYAS STATE UNIVERSITY

BACHELOR OF SCIENCE IN STATISTICS

2010

2014

2014

OWWA SCHOLAR

GRADUATE STUDIES

VISAYAS STATE UNIVERSITY


MASTERS IN MANAGEMENT

06/2015

10/2015

6 units

SIGNATURE



DATE

JULY 8, 2019

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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	JULY 8, 2019	CS FORM 212 (Revised 2017), Page 2 of 4
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JULY 8, 2019

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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		

(Continue on separate sheet if necessary)

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)

30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	BASIC STATISTICAL METHODS USING R COMMANDER	06/17/2019	06/21/2019	40 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY - PHILIPPINE STATISTICAL RESEARCH AND TRAINING
	SEMINAR WORKSHOP ON OPEN DATA KIT	03/07/2019	03/27/2019	8 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY
	SEMINAR WORKSHOP ON IMPLEMENTATION READY PROJECT PROPOSAL PREPARATION	03/15/2019	03/15/2020	8 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY
	TRAINING FOR NEW COMPUTERIZED ENROLLMENT SYSTEM (CUMULUS ONE TRAINING)	05/24/2017	05/26/2017	24 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY
	TRAINING OF TEACHERS IN STATISTICS AND PROBABILITY IN GRADE 11 IN THE SENIOR HIGH SCHOOL CURRICULUM	08/05/2016 08/19/2016 08/26/2016	08/06/2016 08/20/2016 08/27/2016	32 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY - PHILIPPINE STATISTICAL RESEARCH AND TRAINING INSTITUTE
	WORKSHOP TO REVIEW AND IMPROVE CITIZENS' CHARTER PER CSC MC NO. 14 S. 2016	09/01/2016	09/01/2016	8 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY
	PROCUREMENT ACT ORIENTATION	09/09/2016	09/09/2016	8 hrs	TECHNICAL	VISAYAS STATE UNIVERSITY
	TRAINING ON THE REVISED RA 9255 AND ITS RELATED MEMO CIRCULARS	06/25/2016	06/25/2016	8 hrs	TECHNICAL	PHILIPPINE STATISTICS AUTHORITY - REGIONAL OFFICE VIII
	ORIENTATION SEMINAR ON HUMAN RESOURCE POLICIES, BASIC CUSTOMER SERVICE SKILLS TRAINING AND CIVIL REGISTRATION LAWS/ UPDATES	03/19/2016	03/19/2016	8 hrs	TECHNICAL	PHILIPPINE STATISTICS AUTHORITY - REGIONAL OFFICE VIII
	2015 CENSUS OF POPULATION - PILOT 2ND LEVEL TRAINING (MACHINE PROCESSING)	09/01/2014	09/06/2016	48 hrs	TECHNICAL	PHILIPPINE STATISTICS AUTHORITY - LEYTE PROVINCIAL OFFICE
	2016 CENSUS OF POPULATION - PILOT 2ND LEVEL TRAINING	07/21/2014	07/26/2014	48 hrs	TECHNICAL	PHILIPPINE STATISTICS AUTHORITY - LEYTE PROVINCIAL OFFICE
	DISASTER MANAGEMENT SEMINAR	04/26/2014	04/27/2014	16 hrs	TECHNICAL	OVERSEAS WORKERS WELFARE ADMINISTRATION
	12TH NATIONAL CONVENTION ON STATISTICS	10/01/2013	10/2/2013	16 hrs	TECHNICAL	NATIONAL STATISTICAL COODINATION BOARD / EDSA SHANGRI - LA

(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)
	STATISTICAL ANALYSIS				ISKOLAR NG OWWA (ISKOWWA)
	COMPUTER LITERATE				JUNIOR PHILIPPINE STATISTICAL ASSOCIATION (JPISA)
	OPEN DATA KIT				

(Continue on separate sheet if necessary)

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 type="checkbox"/> YES <input checked="" 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>MILLA, NORBERTO E.</td><td>VISAYAS STATE UNIVERSITY</td><td>0935-8590-890</td></tr><tr><td>GUARTE, JACQUELINE</td><td>VISAYAS STATE UNIVERSITY</td><td>0916-405-7852</td></tr><tr><td>BALONDO, JANE</td><td>PHILIPPINE STATISTICS AUTHORITY</td><td>0915-851-2341</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	MILLA, NORBERTO E.	VISAYAS STATE UNIVERSITY	0935-8590-890	GUARTE, JACQUELINE	VISAYAS STATE UNIVERSITY	0916-405-7852	BALONDO, JANE	PHILIPPINE STATISTICS AUTHORITY	0915-851-2341
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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.													
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SUBSCRIBED AND SWORN to before me this JUL 09 2019, affiant exhibiting his/her validly issued government ID as indicated above.													
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