

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	SUBERE														
FIRST NAME	MARIA VERJIE	NAME EXTENSION (JR., SR)													
MIDDLE NAME	QUINTERO														
3. DATE OF BIRTH (mm/dd/yyyy)	7/20/1976	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	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 checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	<table><tr><td>House/Block/Lot No.</td><td>Street</td></tr><tr><td>ZONE 5</td><td>GUADALUPE</td></tr><tr><td>Subdivision/Village</td><td>Barangay</td></tr><tr><td>BAYBAY</td><td>LEYTE</td></tr><tr><td>City/Municipality</td><td>Province</td></tr><tr><td>6521</td><td></td></tr></table>	House/Block/Lot No.	Street	ZONE 5	GUADALUPE	Subdivision/Village	Barangay	BAYBAY	LEYTE	City/Municipality	Province	6521	
House/Block/Lot No.	Street														
ZONE 5	GUADALUPE														
Subdivision/Village	Barangay														
BAYBAY	LEYTE														
City/Municipality	Province														
6521															
7. HEIGHT (m)	1.48	18. PERMANENT ADDRESS	<table><tr><td>House/Block/Lot No.</td><td>Street</td></tr><tr><td>ZONE 5</td><td>GUADALUPE</td></tr><tr><td>Subdivision/Village</td><td>Barangay</td></tr><tr><td>BAYBAY</td><td>LEYTE</td></tr><tr><td>City/Municipality</td><td>Province</td></tr><tr><td>6521</td><td></td></tr></table>	House/Block/Lot No.	Street	ZONE 5	GUADALUPE	Subdivision/Village	Barangay	BAYBAY	LEYTE	City/Municipality	Province	6521	
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ZONE 5	GUADALUPE														
Subdivision/Village	Barangay														
BAYBAY	LEYTE														
City/Municipality	Province														
6521															
8. WEIGHT (kg)	40	ZIP CODE													
9. BLOOD TYPE	B														
10. GSIS ID NO.	2003896952														
11. PAG-IBIG ID NO.	1700-0032-6204														
12. PHILHEALTH NO.	13-000089572-6														
13. SSS NO.	NA	19. TELEPHONE NO.	(053) 563 1306												
14. TIN NO.	901-112-999	20. MOBILE NO.	09174402381												
15. AGENCY EMPLOYEE NO.	V00687	21. E-MAIL ADDRESS (if any)	vsubere@vsu.edu.ph												

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR) N/A	NA	NA
MIDDLE NAME	NA			
OCCUPATION	SCIENCE RESEARCH ASSISTANT			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY			
BUSINESS ADDRESS	VISCA, BAYBAY CITY, LEYTE			
TELEPHONE NO.	(053) 563 7064			
24. FATHER'S SURNAME	SUBERE			9/26/1929
FIRST NAME	VERONICO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	SERILO			
25. MOTHER'S MAIDEN NAME				
SURNAME	QUINTERO			5/18/1945
FIRST NAME	JOSEFINA			
MIDDLE NAME	BUTAWAN		(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	Primary Education	1981	1989	NA	1989	NA
SECONDARY	Experimental Rural High School	High School	1989	1993	NA	1993	NA
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA	NA	NA	NA
COLLEGE	Visays State College of Agriculture	BS Horticulture	1993	1997		1997	Cum laude
GRADUATE STUDIES	Leyte State University now Visayas State University	MS Horticulture	1998		31	NA	NA

(Continue on separate sheet if necessary)	
SIGNATURE	DATE
	July 4, 2019

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)


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

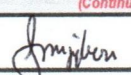
[illegible]

(Continue on separate sheet if necessary)

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/4/2019
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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			
	NA	NA	NA	NA	NA	
(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			
	Gender Sensitivity Training	12/6/2018	12/6/2018	24.0	Technical	VSU Alangalang GAD Office & GAD Office, VSU
	GAD Training of Trainers	7/9/2018	7/13/2018	40.0	Technical	GAD Office, VSU
	Gender Sensitivity Training++ for GFPS-TWG members	11/13/2017	11/15/2017	24.0	Technical	GAD Office, VSU
	GAD Orientation and Consultation	7/21/2017	7/21/2017	3.0	Technical	GAD Office and OVPRE, VSU
	Internal Quality Audit Training	1/23/2017	1/25/2017	16.0	Technical	QAC Office, VSU
	Biometrics Refresher Course	6/24/14	6/27/14	32.0	Technical	VSU
	Writing and Reviewing Research Papers for Peer Reviewed Publications	10/1/12	10/5/12	40.0	Technical	VSU
	Training on Information Technology for Researchers (IT4R)	6/4/2012	6/8/2012	40.0	Technical	PCAARRD, Los Baños, Laguna
	Training Cum Writeshop on R&D Project Formulation and Packaging	6/20/2011	6/24/2011	40.0	Technical	VSU
	Training-Workshop on Writing and Reviewing Research Articles for Peer-Reviewed Publications	4/11/2011	4/15/2011	40.0	Technical	VSU
	Web 2 Hands on Training of the ACIAR-PCARRD Fruits and Vegetables Program in the Southern Philippines	11/20/2009	11/20/2009	8.0	Technical	ACIAR
	Training on Human Resource Information System	10/27/2008	10/28/2008	16.0	Technical	Visayas Consortium for Agriculture and resources Program (VICARP)
	Monitoring and Evaluation of Agricultural Projects for Results-Based Management	5/12/2008	5/16/2008	40.0	Technical	Agricultural Training Institute – Region VIII
(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)	
	DANCING, READING, FOOD ART, PHILATELY		Best Administrative Support Staff of the Year Award (2014)			
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	7/4/2019	

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.
Dr. OTHELLO B. CAPUNO	Office of the Vice President for Research and Extension, Visayas State University	(053) 563 7058
Dr. JOSE L. BACUSMO	Office of the Vice President for Research and Extension, Visayas State University	(053) 563 7058
PROF. ROSA OPHELIA D. VELARDE	Office of the Vice President for Research and Extension, Visayas State University	(053) 563 7058

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: Driver's License

ID/License/Passport No.: HO3-03-050609

Date/Place of Issuance: 07/20/2018, Baybay City, Leyte

Signature

(Sign inside the box)

July 4, 2019

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 10 JUL 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR

VSU LEGAL OFFICER

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