

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	PARDALES		
FIRST NAME	ANDRELI		NAME EXTENSION (JR., SR)
MIDDLE NAME			
3. DATE OF BIRTH (mm/dd/yyyy)	4/19/1955	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	ILOILO CITY	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input type="checkbox"/> Single <input type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Philippines
7. HEIGHT (m)	163m	EMILIANA COMPOUND ZONE 5	
8. WEIGHT (kg)	67kgs	House/Block/Lot No.	Street
9. BLOOD TYPE	"O"	Subdivision/Village	GUADALUPE
10. GSIS ID NO.	006-0118-6817-0	BAYBAY	Barangay
11. PAG-IBIG ID NO.	1700-0025-7733	City/Municipality	LEYTE
12. PHILHEALTH NO.	13-0000-1554-4		Province
13. SSS NO.	N/A	18. PERMANENT ADDRESS	
14. TIN NO.	104-769-492	N/A	Street
15. AGENCY EMPLOYEE NO.		Subdivision/Village	Barangay
		City/Municipality	Province
		19. TELEPHONE NO.	
		20. MOBILE NC	9176745008
		21. E-MAIL ADI	andreli.par

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	PARDALES (deceased)		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JOSE	JR	JOANN CLAIRE PARDALES VALDEHUEZA	11/11/1978
MIDDLE NAME	ROCA		JO ANDREU DUATIN PARDALES	9/12/1980
OCCUPATION	N/A		JOSE JAIR DUATIN PARDALES	11/29/1985
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	DUATIN			
FIRST NAME	ANDRES	NAME EXTENSION (JR., SR)		10/17/1925
MIDDLE NAME	FABRO			
25. MOTHER'S MAIDEN NAME	YULORES			
SURNAME	DUATIN (Deceased)			
FIRST NAME	LILIA			7/29/1928
MIDDLE NAME	GOJIL			

(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	GABAS ELEMENTARY SCHOOL	ELEMENTARY LEVEL	1963-	1968			1st hon. Mention
SECONDARY	VISAYAS AGRICULTURAL COLLEGE	SECONDARY LEVEL	1968	1972			1st hon. mention
VOCATIONAL / TRADE COURSE	N/A	N/A					
COLLEGE	UNIVERSITY OF SAN AGUSTIN	BACHELOR OF ARTS-ENGLISH	1972	1977			
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	MASTER OF ARTS-LIBRARY SCIENCE	1991	1996			

(Continue on separate sheet if necessary)

SIGNATURE

DATE

JULY 8, 2019

IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	PRC-LIBRARIANS BOARD EXAMINATION	81.1	December 2-3,1998	MANILA	2098	DEC. 4, 1998
	CSC-PROFESSIONAL CAREER SERVICE EXAMINATION	70.6	6/17/1979	TACLOBAN CITY		5/3/1980

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

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		
	SCRAMBLED LEGS (ENVIRONMENTALIST VSU CHAPTER)	2018	PRESENT	2 HRS/MONTH	MEMBER
	AWANA CLUBS INTERNATIONAL-CHRIST BAPTIST CHURCH, BARANGAY GUADALUPE, BAYBAY CITY ,LEYTE	1985	PRESENT	2 HRS/MONTH	COORDINATOR
	WOMISSO MISSIONARY SOCIETY-CBC BARANGAY GUADALUPE, BAYBAY CITY,LEYTE	6/13/1905	PRESENT	1 HR. MONTH	MEMBER

(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			
	Connected Actions, Collective Vision: Libraries Transforming Society	11/20/2018	11/23/2018	24 hours	Technical	Philippine Librarians Association ,Inc.
	Towards a new OBQA framework and instruments	9/19/2019	9/21/2018	24 hours	Technical	Accrediting gency of Chartered Colleges a
	2 nd Eastern Visayas Librarian's summit : capability building of librarians for state –of-the-art environment	8/29/2018	8/31/2018	24 hours	Technical	Eastern Visayas Region Librarians Council
	RFID Library systems Start-Up training	5/17/2018	5/18/2018	16 hrs.	Technical	Electronic Information Solutions,Inc & VSU Library
	2018 STARBOOKS national convention Visayas cluster	8/1/2018	8/3/2018	24 hrs	Technical	Department of Science and Technology
	Nourishing the professional and personal Engagement of Library Service Providers	5/17/2018	5/18/2018	16 hrs.	Supervisory	Academic Libraries Book Acquisition Systems Association (ALBASA)
	Orientation/workshop & turn-over of DOST's STARBOOKS	12/7/2017			Technical	Department of Science and Technology 8/Dept. of Education
	Libraries take action :providing access and opportunity for all	11/21/2017	11/24/2017	24hrs	Supervisory	Philippine Librarians Association ,Inc.
	Eastern Visayas Region Librarians summit	8/29/2017	11/31/2017	31 hrs	Supervisory	Philippine Librarians Association ,Inc.-Eastern Visayas Region Librarians Council
	Zonal public hearing of the proposed minimum requirements for Libraries of higher education institutions common to all Libraries	6/6/2017		8 hrs.	Technical	Commission on Higher Education
	Erasmus + staff training mobility	4/3/2017	4/28/2017	200 hrs.	Supervisory/Tech	MASARYK UNIVERSITY, BRNO, CZECH REPUBLIC
	Orientation of newly hired regular and part-time faculty members	12/7/2017		10hrs.	Technical	Visayas State University,Baybay City, Leyte
	OVPAF strategic planning workshop	2/15/2017	2/16/2017	16 hrs.	Supervisory	Visayas State University,Baybay City, Leyte
	Seminar workshop on 5S & Records management	2/17/2017		8 hrs.	Supervisory	Visayas State University,Baybay City, Leyte
	Procurement act orientation	9/9/2017		8 hrs.	Technical	Visayas State University,Baybay City, Leyte
	Training-workshop of senior accreditors of higher level programs (level 3-4) and survey team leadership	7/6/2016	7/8/2017	24 hrs.	Supervisory	Accrediting Agency of Chartered Colleges and Universities
	AACUP Institutional Accreditation (2nd phase)	5/10/2017	5/12/2016	24 hrs	Supervisory	Accrediting Agency of Chartered Colleges and Universities
	PLAI national congress and national assembly	11/22/2016	11/25/2016	32 hrs	Supervisory	Philippine Librarians Association
	Training-workshop of senior accreditors on survey team leadership	7/6/2016	7/8/2016	24 hrs	Supervisory	Accrediting Agency of Chartered Colleges and Universities
	Strengthening the roles of Librarians of Eastern Visayas	8/27/2015	8/28/2015	16 hrs.	Managerial	Philippine Librarians Association-Eastern visayas Region Librarians Council
	Professional Competencies towards ASEAN Integration	5/19/2015	5/21/2015	16 hrs.	Supervisory	Academic Libraries Book Acquisition Systems Association (ALBASA)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Reading books to children		Outstanding Librarian of Region 8 2018		National Commission for Culture and the Arts- National Commission for Library Information
	Sports: softball and kickball				Eastern Visayas Region Librarians Council
	Playing musical instrument-guitar				Philippine Librarians Association, Inc.
	Interpersonal communication skills				
	Volunteer lecturer and speakers to Librarians' organization				

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 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No: <u>WIDOWED</u>

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
DR. ROSARION A. SALAS	VSU, BAYBAY CITY, LEYTE	NONE
DR. FELICIANO SINON	VSU, BAYBAY CITY, LEYTE	NONE
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: V000388 ID/License/Passport No.: 000 2098-Manila Date/Place of Issuance: 12-23-1998	<div>Signature (Sign inside the box) Date Accomplished: July 12, 2019</div> <div>Right Thumbmark</div>
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SUBSCRIBED AND SWORN to before me this <u>18 JUL 2019</u> , affiant exhibiting his/her validly issued government ID as indicated above.	<div>ATTY. RYSA C. GUINOCOR VSU LEGAL OFFICER Person Administering Oath</div>
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