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. 1 CS ID No (Do not fill up. For CSC use only Print legibly. Tick appropriate boxes 🔲 and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. CABRAL 2. SURNAME NAME EXTENSION (JR., SR) JR. FIRST NAME **ALEXANDER** MIDDLE NAME LALUNA DATE OF BIRTH 10/10/1996 16 CITIZENSHIP **▼** Filipino Dual Citizenship (mm/dd/yyyy) ✓ by birth by naturalization 4. PLACE OF BIRTH BAYBAY, LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details 5. SEX Female **✓** Male **Philippines** ✓ Single Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No. Street Widowed Separated MAGANHAN Other/s: Subdivision/Village Barangay BAYBAY LEYTE 7. HEIGHT (m) 5'5" City/Municipality Province 80 ZIP CODE 8. WEIGHT (kg) 6521 18. PERMANENT ADDRESS 9. BLOOD TYPE A+ House/Block/Lot No Street MAGANHAN 10. GSIS ID NO NONE Subdivision/Village Barangay 11. PAG-IBIG ID NO 121219260874 City/Municipality 12. PHILHEALTH NO 130254952185 ZIP CODE 6521 13. SSS NO. 0640724322 N/A 19. TELEPHONE NO 14 TIN NO 715681141 20 MORILE NO 09271386965 15. AGENCY EMPLOYEE NO 21. E-MAIL ADDRESS (if any) alcabral10@yahoo.com FAMILY BACKGROUND NA 22. SPOUSE'S SURNAME 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) N/A FIRST NAME N/A N/A N/A MIDDLE NAME N/A OCCUPATION EMPLOYER/BUSINESS NAME N/A N/A BUSINESS ADDRESS TELEPHONE NO N/A CABRAL 24 FATHER'S SURNAME NAME EXTENSION (JR., SR) N/A FIRST NAME **ALEXANDER TORIBIO** MIDDLE NAME 25. MOTHER'S MAIDEN NAME LALUNA SURNAME **MUEGO** FIRST NAME I YDIA MIDDLE NAME (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP HIGHEST LEVEL UNITS EARNED 26 PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE ACADEMIC LEVEL (Write in full) (Write in full) GRADUATED HONORS (if not graduated) RECEIVED To GRACE CHRISTIAN SCHOOL ELEMENTARY Primary 2002 2008 graduate 2008 none FRANCISCAN COLLEGE OF THE IMMACULATE SECONDARY **High School** 2008 2012 graduate 2012 none CONCEPTION VOCATIONAL / **ACEDILLA TECHNOLOGICAL INSTITUTE** NC2 HOUSEKEEPING 2017 2017 graduate 2017 none TRADE COURSE VISAYAS STATE UNIVERSITY BS-HRTM COLLEGE 2012 2016 graduate 2016 Master in Mgmt. Major in Business **GRADUATE STUDIES VISAYAS STATE UNIVERSITY** On-going none Delhal SIGNATURE DATE 3/16/2022

		DUNINU DAN UNDER	RATING	DATE OF		'a t		LICENSE (if ap	plicable)
DA	SPECIAL LAWS/ CES/ CSEE			DATE OF EXAMINATION / PLACE OF EXAMINA CONFERMENT			MENT	NUMBER 1	Date of
DARWINGAT ELIGIDILITT / DRIVER & LICENSE			N/A		N/A		H 40 8 10 10		Validity
N/A		N/A	N/A	P	/A		N/A	N/A	
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						32 (110)			
	EXPERIENCE			ontinue on separate sheet					
28. INCLUSIVE DATES (mm/dd/yyyy) P (Write in		POSITION T (Write in full/Do not	TLE			MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVIC (Y/ N)
1/31/2019	To Present	Part Time In:	structor	Visayas S	tate University	15,000.00	NA	Part Time	YES
11/3/2018	1/4/2019	Barist		Seattle's Best Coffee		9,000.00	NA	Full Time	No
1/22/2019	7/2019	Part Time Ins	tructor	Visayas State University		11,001.00	NA	Part Time	YES
08/2017	01/2018	Tutor/Substitute	Teacher	Grace Ch	nristian School	1,500.00	NA	Part Time	NO
12/2016	12/2016	Tourism Staff/Volunteer		Baybay Touri	NA	NA	Part Time	YES	
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/I. VOLUNTARY WORK OR INVOLVEMENT	IN CIVIC / NON-GOVERNMENT	/PEOPLE/V	OLUNTARY (DRGANIZA	TION/S		
29. NAME & ADDRESS OF O (Write in full	* N	INCLUSIVE DATES (mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK		
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	(Continue on s	eparate sheet if nec	essary)	onelany	0.04812 (60.46)	Communication of the SHE of	
/II. LEARNING AND DEVELOPMENT (L&D							
Start from the most recent L&D/training program and inclu	de only the relevant L&D/training taken for		DATES OF	ief/Executive/	Managerial positions Type of LD	NATION NEWS STRUCTURE OF THE	
	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)			NUMBER OF HOURS	(Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)	
		From	То	100 mm	Technical/etc)	ELLE DEBONNE DE BESTE AL M	
SEMINAR ON FOOD SAFETY	AND INNOVATION	10/24/2019	10/24/2019	4.0	TECHNICAL	Visayas StateUniversity-DFST	
SEMINAR-WORKSHOP on M		9/28/2019	9/28/2019	8.0	TECHNICAL	Eastern Visayas Tourism Association	
SEMINAR ON INTERNATIONAL TRA	ar T	05/02/2019	05/02/2019	5.0	TECHNICAL	Visayas StateUniversity-CME International Skills Republic	
TRAINING-WORKSHOP ON EVE	TO BE A COLUMN TO THE PARTY OF	03/11/2019	03/13/2019	8.0	SUPERVISORY	Academy,INC. International Skills Republic	
TRAINING-WORKSHOP ON TOU	3/10/2019	3/10/2019	8.0	TECHNICAL	Academy,INC.		
TRAINING-WORKSHOP ON TR	3/9/2019	3/9/2019	8.0	TECHNICAL	International Skills Republic Academy,INC.		
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VIII. OTHER INFORMATION	(Continue on s	separate sheet if ne	cessary)			re, politisto villa i di sinoni (17.)	
31. SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)					MEMBERSHIP IN 33. ASSOCIATION/ORGANIZATION	
Traveling	Traveling N/A			sonamni to elsC t		(Write in full)	
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Cooking	vedadora.				John Harrissen Hassen Juli		
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	(Continue on	separate sheet if ne	ocessary)	1			
	Gallery &)			DATE		

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34.	Are you related by consanguinity or affinity to the appointing of chief of bureau or office or to the person who has immediate a Bureau or Department where you will be appointed,					
	a. within the third degree?	Control of the Contro	☐ YES ☑ NO			
	b. within the fourth degree (for Local Government Unit - Care	er Employees)?	☐ YES ☑ NO			
	All All		If YES, give details:			
			II 1 LO, give details.			
35.	a. Have you ever been found guilty of any administrative offer	nse?	☐ YES ☑ NO			
			If YES, give details:			
	b. Have you been criminally charged before any court?	gen de statististis de l'est de la reproduction de la production de la relación de la relación de la relación d	☐ YES ☑ NO			
	b. Have you been driffinally driaiged before any court:	If YES, give details:				
		Date Filed:				
			Status of Case/s:			
36.	Have you ever been convicted of any crime or violation of any	/e 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:				
		, g,				
37.	Have you ever been separated from the service in any of the	following modes: resignation, retirement,	☐ YES ☑ NO)		
	dropped from the rolls, dismissal, termination, end of term, fin	If YES, give details:				
	the public or private sector?	ian hold within the last or to 1				
38.	a. Have you ever been a candidate in a national or local elect Barangay election)?	☐ YES ☑ NO If YES, give details:				
		ио				
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local or	☐ YES ☑ NO If YES, give details:				
30	Have you acquired the status of an immigrant or permanent r	esident of another country?	THE THE PART OF TH			
55.	addiges with such sales in the control of the second secon	☐ YES ☑ NO If YES, give details (country):				
			ii i Lo, give details (codifil)	1).		
40	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	na Carta for Nicahlad Parcone (PA 7277)				
	and (c) Solo Parents Welfare Act of 2000 (RA 8972), please		PROFINE PART IN TOK			
a.	Are you a member of any indigenous group?	☐ YES ☑	NO			
		If YES, please specify:				
b.	Are you a person with disability?	YES V	NO			
C.	Are you a solo parent?	If YES, please specify ID No:				
	Are you a solo parent?	☐ YES ☑ NO If YES, please specify ID No:				
41.	REFERENCES (Person not related by consanguinity or affinity to applicant	/appointee)				
	NAME	ADDRESS	TEL. NO.			
	Genevieve Marie T. Bactasa	Baybay City, Leyte	9151729488			
	Jemaima R. Lisondra	Baybay City, Leyte	9066322255			
				-		
10	Venice B. Ibaňez	ViSCA, Baybay City, Leyte	9356585386			
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine			BLAT ASK		
	Philippines. I authorize the agency head/authorized represe		The state of the s	ALEXANDER L. CABRAL JR.		
	agree that any misrepresentation made in this docu			РНОТО		
	administrative/criminal case/s against me.		of the second state is made that it is an alternative to the second state of the secon	in set in the many the set of the		
6	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)	76.0 (n. w) (n. n.		· Marine		
	PLEASE INDICATE ID Number and Date of Issuance	ANA		All III		
G	Government Issued ID: 0640724322					
	D/License/Passport No.:	ox)				
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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: August 2019 Present, January July 2019 & January July 2018
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Tourism and Hospitality Management
- Immediate Supervisor: Venice B. Ibañez
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Conduct and Prepares Instructional Materials, Assignments, Quizzes and Exams.
 - o Evaluate Students' performance and prepares Midterm and Final grades.
 - Attends to different committees' meetings at the department.
 - o Participate in co-curricular activities.
 - Summary of Actual Duties
 - Taught Hospitality and Tourism subjects for HRTM and HM students like World Tourism, Culinary Arts & Sciences, Western Cuisine, Asian Cuisine, Rooms Division, Food and Beverage Management & Control System, Fundamentals of Food Service Operations, Quality Service Management in Tourism and Hospitality, Food & Beverage Operations Elective, Global Tourism, Geography & Culture, Risk Management, Kitchen Essentials & Basic Food Preparation, and Gastronomy & Culture
 - o Taught Food & Beverage Services for TVL-HE Senior High School students.
- Duration: November 2018 January 2019
- · Position: Full-Time Barista
- Name of Office/Unit: Seattle's Best Coffee Mactan
- Immediate Supervisor: Nikki Lou M. Baslot
- Name of Agency/Organization and Location: VQUAD Coop./Mactan-Cebu International Airport, Lapu-Lapu City, Cebu 6ebu 6000
 - List of Accomplishments and Contributions (if any)
 - Rotating schedules such as Opening, Mid, Closing and Graveyard Shift
 - Summary of Actual Duties
 - Welcomes customers by determining their coffee interests and needs
 - Prepare or serve hot and cold food/beverages
 - Describe menu items to customers or suggest products that might appeal to them
 - Receive and process customer payments thru cashiering, and spot check for point of sales system
 - Clean service areas such as the bar, lobby, stock room and sanitize work areas,

utensils and equipment

- Receive stocks and delivery outside the airport, pull in for security checks
 Dry/Perishable goods during air/sea freight or daily, and make Club House & To-Go Sandwiches, Paninis and Salads
- Duration: August 2017 January 2018
- Position: Tutor/Substitute Teacher
- · Name of Office/Unit: Grace Christian School
- Immediate Supervisor: Rev. Ptr. Rolando V. Magallanes
- Name of Agency/ Organization and Location:
 - List of Accomplishments and Contributions (if any)
 - o Facilitate pupils in their classes while the teacher is on-leave.
 - Summary of Actual Duties
 - Facilitates Pupils/Children in their learning, taught covered lessons and proctor exams.
- Duration: December 2016
- Position: Tourism Staff/Volunteer
- Name of Office/Unit: Baybay Tourism and Investment Promotion Office
- Immediate Supervisor: Josefina Granada-Gutierrez
- Name of Agency/ Organization and Location: LGU Baybay, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - o Co-organize events and displays hospitality towards guests/visitors visiting the city.
 - Summary of Actual Duties
 - Facilitates/organize events managed by the Tourism Office and ushered guests/visitors, provide information/inquiries for tourists and local people, and performs other tasks in and out of the office.

ALEXANDER L. CABRAL JR.
(Signature over Printed Name
Of Employee/Applicant)

Date: 7 14 W