

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 | Calungsod | | | |
| FIRST NAME | Phoebe Lynn | NAME EXTENSION (JR., SR) N/A | | |
| MIDDLE NAME | Bolfango | | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 04/05/1976 | 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 City, Leyte | If holder of dual citizenship, please indicate the details. | Philippines | |
| 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 | Unit 13 First street extension House/Block/Lot No. Street Farmer's village Pangasungan Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province | |
| 7. HEIGHT (m) | 1.63 | ZIP CODE | 6521 | |
| 8. WEIGHT (kg) | 85.00 | 18. PERMANENT ADDRESS | House/Block/Lot No. Street Maitum Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province | |
| 9. BLOOD TYPE | O+ | | ZIP CODE | 6521 |
| 10. GSIS ID NO. | 2003494757 N/A | | | |
| 11. PAG-IBIG ID NO. | 1700-0032-4497 | | | |
| 12. PHILHEALTH NO. | 120503175814 N/A | | | |
| 13. SSS NO. | N/A | 19. TELEPHONE NO. | (053) 563 9909 | |
| 14. TIN NO. | 204-679-770 N/A | 20. MOBILE NO. | 9171870088 | |
| 15. AGENCY EMPLOYEE NO. | V00134 | 21. E-MAIL ADDRESS (if any) | phoebelynn.calungsod@vsu.edu.ph | |

II. FAMILY BACKGROUND

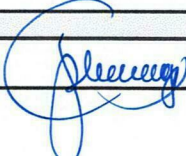
| | | | | |
|--------------------------|-----|---------------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | N/A | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | N/A | NAME EXTENSION (JR., SR) N/A | N/A | N/A |
| MIDDLE NAME | N/A | | | |
| OCCUPATION | N/A | | | |
| EMPLOYER/BUSINESS NAME | N/A | | | |
| BUSINESS ADDRESS | N/A | | | |
| TELEPHONE NO. | N/A | | | |
| 24. FATHER'S SURNAME | N/A | | | |
| FIRST NAME | N/A | NAME EXTENSION (JR., SR) N/A | | |
| MIDDLE NAME | N/A | | | |
| 25. MOTHER'S MAIDEN NAME | N/A | | | |
| SURNAME | N/A | | | |
| FIRST NAME | N/A | | | |
| MIDDLE NAME | N/A | | (Continue on separate sheet if necessary) | |

III. EDUCATIONAL BACKGROUND

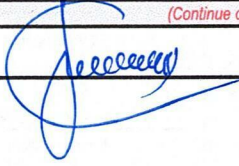
| 26. LEVEL | NAME OF SCHOOL (Write in full) | BASIC EDUCATION/DEGREE/COURSE (Write in full) | PERIOD OF ATTENDANCE | | HIGHEST LEVEL/UNITS EARNED (if not graduated) | YEAR GRADUATED | SCHOLARSHIP/ ACADEMIC HONORS RECEIVED |
|--------------------------|-----------------------------------|--|----------------------|------|--|----------------|---------------------------------------|
| | | | From | To | | | |
| ELEMENTARY | Baybay North/Dulag SPED Center | Elementary | 1983 | 1989 | NA | 1989 | N/A |
| SECONDARY | Baybay National High School | High School | 1989 | 1993 | NA | 1993 | N/A |
| VOCATIONAL/ TRADE COURSE | N/A | | | | | | |
| COLLEGE | University of Cebu | Bachelor of Science in Nursing | 1993 | 1997 | NA | 1997 | N/A |
| GRADUATE STUDIES | Southwestern University | Master of Arts in Nursing | 2007 | 2010 | NA | 2010 | N/A |

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

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|-----------|---|------|------------|
| SIGNATURE |  | DATE | 02/10/2025 |
|-----------|---|------|------------|

Attachment A

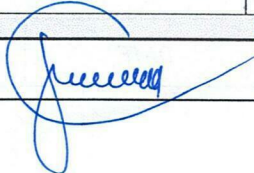
| III. EDUCATIONAL BACKGROUND | | | | | | | |
|---|---|--|----------------------|----|--|----------------|---------------------------------------|
| 26. LEVEL | NAME OF SCHOOL (Write in full) | BASIC EDUCATION/DEGREE/COURSE (Write in full) | PERIOD OF ATTENDANCE | | HIGHEST LEVEL/UNITS EARNED (if not graduated) | YEAR GRADUATED | SCHOLARSHIP/ ACADEMIC HONORS RECEIVED |
| | | | From | To | | | |
| GRADUATE STUDIES | University of the Philippines | Doctor of Philosophy in Nursing | 2013 | | | | |
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| (Continue on separate sheet if necessary) | | | | | | | |
| SIGNATURE |  | | DATE | | 02/10/2025 | | |

| 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 |
| | N/A | N/A | N/A | N/A | N/A N/A |
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| V. WORK EXPERIENCE | | | | | | | | |
|--|---------------------------------|------------|---|---|-------------------|--|--------------------------|---------------------------|
| (Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet. | | | | | | | | |
| 28. | INCLUSIVE DATES (mm/dd/yyyy) | | POSITION TITLE (Write in full/Do not abbreviate) | DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate) | MONTHLY SALARY | SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format"00-0")/ INCREMENT | STATUS OF APPOINTMENT | GOVT SERVICE (Y/ N) |
| | From | To | | | | | | |
| | 01/01/2025 | PRESENT | Assistant Professor IV | Visayas State University | 51,304.00 | 18-1 | Permanent | Y |
| | 04/22/2024 | | Assistant Professor IV | Visayas State University | 49,015.00 | 18-1 | Permanent | Y |
| | 04/22/2024 | | Assistant Professor IV | Visayas State University | 49,015.00 | 18-1 | Permanent | Y |
| | 01/01/2024 | 04/21/2024 | Assistant Professor II | Visayas State University | 41,616.00 | 16-1 | Permanent | Y |
| | 01/01/2023 | | Assistant Professor II | Visayas State University | 39,672.00 | 16-1 | Permanent | Y |
| | 09/15/2022 | | Assistant Professor II | Visayas State University | 38,150.00 | 16-1 | Permanent | Y |
| | 07/01/2022 | | Assistant Professor I | Visayas State University | 35,475.00 | 15-2 | Permanent | Y |
| | 01/01/2022 | | Assistant Professor I | Visayas State University | 35,097.00 | 15-1 | Permanent | Y |
| | 01/01/2021 | | Assistant Professor I | Visayas State University | 33,575.00 | 15-1 | Permanent | Y |
| | 01/01/2020 | | Assistant Professor I | Visayas State University | 32,053.00 | 15-1 | Permanent | Y |
| | 07/01/2019 | 12/31/2019 | Assistant Professor I | Visayas State University | 30,531.00 | 15-1 | Permanent | Y |
| | 01/01/2019 | 12/31/2019 | Instructor II | Visayas State University | 25,232.00 | 13-1 | Permanent | Y |
| | 01/01/2018 | 12/31/2018 | Instructor II | Visayas State University | 24,224.00 | 13-1 | Permanent | Y |
| | 01/01/2017 | 12/31/2017 | Instructor II | Visayas State University | 23,257.00 | 13-1 | Permanent | Y |
| | 08/01/2016 | 12/31/2016 | Instructor II | Visayas State University | 22,328.00 | 13-1 | Permanent | Y |
| | 01/01/2016 | 07/31/2016 | Instructor II | VISAYAS STATE UNIVERSITY | 22,328.00 | 13-1 | Temporary | Y |
| | 11/01/2015 | 12/31/2015 | Instructor II | VISAYAS STATE UNIVERSITY | 21,436.00 | 13-1 | Temporary | Y |
| | 01/01/2015 | 10/31/2015 | Instructor II | VISAYAS STATE UNIVERSITY | 21,436.00 | 13-1 | Temporary | Y |
| | 06/01/2012 | 12/31/2014 | Instructor I | VISAYAS STATE UNIVERSITY | 19,940.00 | 13-1 | Temporary | Y |
| | 06/01/2011 | 05/31/2012 | Instructor I | VISAYAS STATE UNIVERSITY | 18,333.00 | 13-1 | Temporary | Y |
| | 11/01/2010 | 05/31/2011 | Instructor I | VISAYAS STATE UNIVERSITY | 16,726.00 | 13-1 | Temporary | Y |
| | 06/24/2010 | 10/31/2010 | Instructor I | VISAYAS STATE UNIVERSITY | 16,726.00 | 11-1 | Contractual | Y |
| | 07/01/2009 | 06/23/2010 | Instructor I | VISAYAS STATE UNIVERSITY | 15,119.00 | 11-1 | Contractual | Y |
| | 07/01/2008 | 06/30/2009 | Instructor I | VISAYAS STATE UNIVERSITY | 13,512.00 | 11-1 | Contractual | Y |
| | 06/02/2008 | 06/30/2008 | Instructor I | Visayas State University | 12,284.00 | 11-1 | Contractual | Y |
| | | | | | | | | |
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| SIGNATURE |  | DATE | 02/10/2025 |
|-----------|---|------|------------|

| 29. | NAME & ADDRESS OF ORGANIZATION (Write in full) | INCLUSIVE DATES (mm/dd/yyyy) | | NUMBER OF HOURS | POSITION / NATURE OF WORK |
|-----|---|---------------------------------|-----|--------------------|---------------------------|
| | | From | To | | |
| | N/A | N/A | N/A | N/A | N/A |
| | | | | | |
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VIII. OTHER INFORMATION

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(Continue on separate sheet if necessary)

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|------------------|---|-------------|------------|
| SIGNATURE |  | DATE | 02/10/2025 |
|------------------|---|-------------|------------|

| | |
|--|---|
| 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No _____ Single mother and not married |

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

| NAME | ADDRESS | TEL. NO. |
|------------------------|-------------------|---------------|
| ELVIRA D. ENTERO | KILBOURNE ST. VSU | 09566530192 |
| JOEL REY H. ACOB | ALBUERA, LEYTE | 565-0600 1061 |
| FRANCE ALLAN M. CAVITE | HINDANG, LEYTE | 09334654397 |

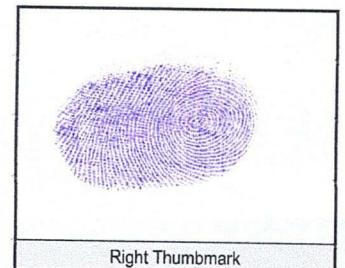
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate 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.



PHOEBE LYNN B. CALUNGSOD

| |
|---|
| Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance |
| Government Issued ID: N/A <u>PRC</u> |
| ID/License/Passport No.: N/A <u>0312932</u> |
| Date/Place of Issuance: N/A <u>7/22/1997</u> |

| |
|---------------------------------|
| |
| Signature (Sign inside the box) |
| 02/10/2025 |
| Date Accomplished |



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 19 MAY 2025, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. KAREN ABEGAIL S. MONTERON
VSU Director, Legal Affairs and Services

Person Administering Oath

WORK EXPERIENCE SHEET

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

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 from most recent first.

- Duration: April 2008 – UP TO THE PRESENT
- Position: Clinical Instructor; Academic Coordinator; RLE Coordinator; Over-all Coordinator; Class Adviser; College Personnel Committee member; Dean
- Name of Office/Unit: College of Nursing
- Immediate Supervisor: Dr. Edgardo Tulin/Mrs Erleta S. Piñero/Mr. Elni Mari Mendoza/Dr. Janet Alexis Delos Santos/Mrs Jesusa Magno/Dr. Joel Rey Acob/Dr. Michelle A. Calda
- Name of Agency/Organization and location: Visayas State University, Baybay City, Leyte
 - List of accomplishments and Contribution:
 - a. Conducts teaching-related works which includes but not limited to student supervision in the clinical areas, classroom setting lectures.
 - b. Facilitates student's engaged activities as organization adviser
 - c. Involve in proposal preparation, research project implementation and dissemination through publication and for a presentation and community extension programs.
 - d. Served as a member of VSU Crises management Committee, TWG for Community Extension project proposal.
 - e. Served as the head of the unit for few months
 - f. Functions in various college coordinators and in university organizations.
- Duration: Year 2006 -2007
- Position: GENERAL NURSING UNIT STAFF NURSE
- Name of Office/Unit: Medical Center Manila
- Immediate Supervisor: Maila-Claire Lichauco, MAN
- Name of Agency/Organization and Location: Medical Center Manila, Manila
- List of Accomplishments and Contributions (if any)
 - a. Performs duty as a staff nurse of the general nursing unit (total nursing care)
 - b. Act a a senior nurse of the novice nurses
 - c. Assist the physician in any medical procedures
 - d. Incorporates health teaching and education sessions based on the patient's disease condition.
 - e. Facilitates patient and family concerns relative to client care.
- Duration: Year 2003-2006
- Position: Dental Nurse
- Name of Office/Unit: Nursing Service
- Immediate Supervisor: Dr. Abdullah Al' Mozher
- Name of Agency/Organization and Location: Dr. Abdullah Al' Mozher Dental Polyclinic, KSA
- List of Accomplishments and Contributions (if any)
 - a. Conducts staff nursing functions such as but not limited to patient assessments, medication preparation and performance of bedside care both at independent, dependent and collaborative schemes.
 - b. Assist the dentist in any dental procedures
 - c. Do oral hygiene (dental cleaning) with patients
- Duration: Year 2001-2003
- Position: Emergency Room Nurse
- Name of Office/Unit: Nursing Service
- Immediate Supervisor: Mrs. Edna Caballero
- Name of Agency/Organization and Location: North General Hospital, Cebu City, Philippines
- List of Accomplishments and Contributions (if any)
 - a. Performs duty as a staff nurse of the general nursing unit (total nursing care)
 - b. Assist the physician during emergency situation.
 - c. Act a senior nurse of the novice nurses
 - d. Assist the physician in any medical procedures
 - e. Incorporates health teaching and education sessions based on the patient's disease condition.

f. Facilitates patient and family concerns relative to client care.

- Duration: Year 1999-2001
- Position: Staff Nurse; Emergency Room Nurse and Code Nurse
- Name of Office/Unit: Nursing Service
- Immediate Supervisor: Mrs. Edna Caballero
- Name of Agency/Organization and Location: Cebu Doctors Hospital, Cebu City, Philippines
- List of Accomplishments and Contributions (if any)
 - a. Assist the physician during emergency situation.
 - b. Response to emergency calls or code.
 - c. Assist the physician in any medical procedures
 - d. Incorporates health teaching and education sessions based on the patient's disease condition.
 - e. Facilitates patient and family concerns relative to client care.
- Duration: Year 1997-1998
- Position: Community Health Nurse
- Name of Office/Unit: Rural Health Unit
- Immediate Supervisor: Dr. Evelyn Guinigor
- Name of Agency/Organization and Location: Baybay City, Philippines
- List of Accomplishments and Contributions (if any)
 - f. Assist the City health officer in taking care of clients
 - g. Help in giving immunizations in the barangay level
 - h. Incorporates health teaching and education sessions based on the patient's disease condition.
 - i. Facilitates patient and family concerns relative to client care.


PHOEBE LYNN B. CALUNGSOD

(Signature over Printed Name
of Employee/Applicant)

Date: May 13, 2025