

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 () ☐ 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	PAMAOS		
FIRST NAME	LES ANDRE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BAGA		
3. DATE OF BIRTH (mm/dd/yyyy)	11/30/1993	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	ST. BERNARD, SO. 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	House/Block/Lot No. Street Subdivision/Village City/Municipality Province
7. HEIGHT (m)	5'0	ZIP CODE	MAHAYAHAY Barangay SAINT BERNARD SOUTHERN LEYTE 6616
8. WEIGHT (kg)	48 kg		
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	MAHAYAHAY Barangay SAINT BERNARD SOUTHERN LEYTE 6616
11. PAG-IBIG ID NO.	1211-3690-6178		
12. PHILHEALTH NO.	12-051401759-5	19. TELEPHONE NO.	N/A
13. SSS NO.	0111-4846698-7	20. MOBILE NO.	09163845414
14. TIN NO.	454810898000	21. E-MAIL ADDRESS (if any)	lesandre.pamaos@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	N/A		


II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			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
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	PAMAOS			
FIRST NAME	ESMERALDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	PULVERA			
25. MOTHER'S MAIDEN NAME				
SURNAME	BAGA			
FIRST NAME	LEONILA			
MIDDLE NAME	TALABOC		(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	MAHAYAHAY ELEMENTARY SCHOOL	ELEMENTARY	2000	2006	N/A	2006	2ND HON.
SECONDARY	CRISTO REY REGIONAL HIGH SCHOOL	HIGH SCHOOL	2006	2010	N/A	2010	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS	2010	2014	N/A	2014	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	6/17/19	CS FORM 212 (Revised 2017), Page 1 of 4
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[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	6/17/19	CS FORM 212 (Revised 2017), Page 2 of 4
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIL NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(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)


[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION	
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[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	6/17/19	CS FORM 212 (Revised 2017), Page 3 of 4
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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: _____

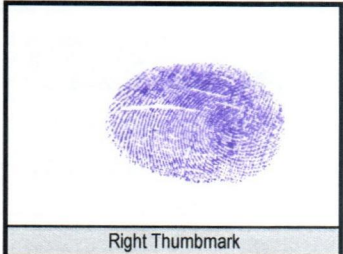
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
DR. EDGARDO E. TULIN	VISAYAS STATE UNIVERSITY	563-7067
PROF. FRANCISCO G. GABUNADA, JR.	VISAYAS STATE UNIVERSITY	563-7067
MS. ERALYN PIUS	SM HYPERMARKET, LLC, CEBU	9264429095
42. I declare 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.		



LES ANDRE B. PAMAOS

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: PASSPORT ID
ID/License/Passport No.: P3627851A
Date/Place of Issuance: 07/10/2017 TACLOBAN CITY

Signature (Sign inside the box)
Date Accomplished



SUBSCRIBED AND SWORN to before me this <u>10 JUL 2019</u> , affiant exhibiting his/her validly issued government ID as indicated above.	
 ATTY. RYSANG C. GUINOCOD Person Administering Oath	

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: Sept. 1, 2016 – June 15, 2019
- Position: Admin. Aide III
- Name of Office/Unit: Office of the President
- Immediate Supervisor: Francisco G. Gabunada, Jr.
- Name of Agency/Organization and Location: Visayas State University, VISCA, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Receives/releases office documents.
 - Assist in encoding/reproduction of office communications/issuances/directives.
 - Prepares PRs, travel orders, trip tickets, travel reimbursements, etc.
 - Performs routinary office works assigned by the office head.
- Summary of Actual Duties
 - Responsible for the routinary office works.

- Duration: June 16, 2019 – present
- Position: Admin. Aide III
- Name of Office/Unit: Office of the President
- Immediate Supervisor: Francisco G. Gabunada Jr.
- Name of Agency/Organization and Location: Visayas State University, VISCA, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Receives requests, communications and other documents, checks as to completeness of needed attachment, if any and records in the logbook/computer program and releases documents duly acted upon by the office;
 - Monitors status of requests and communications received and reminds the official concerned that action on said requests or communications are almost due or already overdue for their immediate action;
 - Encodes and reproduces office communications/issuances/directives;
 - Prepares PRs, travel orders, trip tickets, travel reimbursements and other financial and personnel related documents of the office;
 - Entertains guests and facilitates providing the quality service needed by office clients;
 - Performs routinary office works assigned by the office head.
- Summary of Actual Duties
 - Responsible for the routinary office works and facilitates clients/guests providing the quality service needed.

LES ANDRE B. PAMAOS

(Signature over Printed Name
of Employee/Applicant)

Date: June 17, 2019