

## 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	PAQUIBULAN		
FIRST NAME	PAULA NADREA		NAME EXTENSION (JR., SR)
MIDDLE NAME	MORALES		
3. DATE OF BIRTH (mm/dd/yyyy)	05/27/1988	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	PARAÑAQUE, METRO MANILA	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines ▼
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street BAGUMBAYAN
7. HEIGHT (m)	154m		Subdivision/Village Barangay HILONGOS LEYTE
8. WEIGHT (kg)	60.5 KGS	ZIP CODE	City/Municipality Province 6524
9. BLOOD TYPE	O-	18. PERMANENT ADDRESS	House/Block/Lot No. Street BAGUMBAYAN
10. GSIS ID NO.	02004059707		Subdivision/Village Barangay HILONGOS LEYTE
11. PAG-IBIG ID NO.		ZIP CODE	City/Municipality Province 6524
12. PHILHEALTH NO.	13-000101372-7	19. TELEPHONE NO.	N/A
13. SSS NO.		20. MOBILE NO.	09368687855
14. TIN NO.	406-701-418	21. E-MAIL ADDRESS (if any)	paula.paquibulan@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V000704		

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	PAQUIBULAN		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GLENN	NAME EXTENSION (JR., SR)	PIA PAULENN M. PAQUIBULAN	10/24/2014
MIDDLE NAME	TALLENA		RITA PAULENN M. PAQUIBULAN	11/11/2015
OCCUPATION	SUBSTATION OPERATOR		ANNA PAULENN M. PAQUIBULAN	10/13/2020
EMPLOYER/BUSINESS NAME	LEYECO IV			
BUSINESS ADDRESS	BGY. LAMAK HILONGOS, LEYTE			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	MORALES			
FIRST NAME	BERNARDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	NABLE			
25. MOTHER'S MAIDEN NAME				
SURNAME	FLORES			
FIRST NAME	ARMELIA			
MIDDLE NAME	MAGAHUD			

(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	BAGUMBAYAN ELEMENTARY SCHOOL	Elementary	1995	2001		2001	SALUTATORIAN
SECONDARY	HILONGOS NATIONAL VOCATIONAL SCHOOL	Secondary	2001	2005		2005	N/A
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	UNIVERSITY OF THE PHILIPPINES IN THE VISAYAS TACLOBAN COLLEGE	Bachelor of Arts in Communication Arts	2005	2009		2009	N/A
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	Master in English	summer 2011	summer 2011	9 units	n/a	N/A
	UNIVERSITY OF THE PHILIPPINES OPEN UNIVERSITY	Master in Education Language and Literacy Education	2nd sem. 2011	Present	30 units		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 24, 2021
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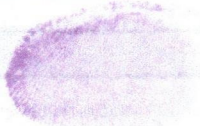











chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
a. within the third degree?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
b. within the fourth degree (for Local Government Unit - Career Employees)?		If YES, give details: _____	
35. a. Have you ever been found guilty of any administrative offense?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
		If YES, give details: _____	
b. Have you been criminally charged before any court?		<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: _____	
		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
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?		If YES, give details: _____	
		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
		If YES, give details: _____	
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: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?		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:		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
a. Are you a member of any indigenous group?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
		If YES, please specify: _____	
b. Are you a person with disability?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
		If YES, please specify ID No: _____	
c. Are you a solo parent?		If YES, please specify ID No: _____	
		_____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)			
NAME		ADDRESS	TEL. NO.
Prof. Merlie Alunan		Tacloban City, Leyte	N/A
Dr. Guiraldo C. Fernandez		DLABS, VSU, Visca, Baybay City, Leyte	9176540264
Dr. Annie P. Gravoso		DLABS, VSU, Visca, Baybay City, Leyte	9154384726
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		<div> Signature (Sign inside the box) 6/24/2021 Date Accomplished</div>	
Government Issued ID: V000704			
ID/License/Passport No.:			
Date/Place of Issuance: NA			
		<div> Right Thumbmark</div>	
SUBSCRIBED AND SWORN to before me this 31 AUG 2021, affiant exhibiting his/her validly issued government ID as indicated above.			
<div> ATTY. RISAM. GUINOCOR</div>			



## 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: January 2011– present
- Position: Instructor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Jett C. Quebec
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
  - List of Accomplishments and Contributions (if any)
    - Attended various seminars and trainings conducted inside and outside the university
    - Served as resource speaker for trainings inside the university and other government agencies
  - Summary of Actual Duties
    - Responsible for teaching language and literature courses
    - Responsible for computing the grades of the students
    - In charge for classroom management

- Duration: June 2009– December 2011
- Position: Part-time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Justiniano Seroy
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
  - List of Accomplishments and Contributions (if any)
    - Attended various seminars and trainings conducted inside and outside the university
    - Served as resource speaker for trainings inside the university and other government agencies
  - Summary of Actual Duties
    - Responsible for teaching language and literature courses
    - Responsible for computing the grades of the students
    - In charge for classroom management

PAULA NADRETA PAQUIBULAN  
(Signature over Printed Name  
of Employee/Applicant)

Date: June 24, 2021