

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 | CRUZ | | | |
| FIRST NAME | WILLIAM | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | ALAAN | | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 12/31/1998 | 16. CITIZENSHIP | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship | |
| 4. PLACE OF BIRTH | MAASIN CITY | If holder of dual citizenship, please indicate the details. | <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization | |
| 5. SEX | <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female | | Pls. indicate country: | |
| 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 | Philippines | |
| 7. HEIGHT (m) | 1.64 | ZIP CODE | N/A | |
| 8. WEIGHT (kg) | 63 | | House/Block/Lot No. | N/A |
| 9. BLOOD TYPE | AB | | Subdivision/Village | MARIA CLARA |
| 10. GSIS ID NO. | NONE | | MAASIN CITY | SOUTHERN LEYTE |
| 11. PAG-IBIG ID NO. | 9193-5397-3758 | | City/Municipality | Province |
| 12. PHILHEALTH NO. | 06-251294764-1 | 18. PERMANENT ADDRESS | N/A | |
| 13. SSS NO. | NONE | ZIP CODE | House/Block/Lot No. | N/A |
| 14. TIN NO. | 753-351-512 | | Subdivision/Village | MARIA CLARA |
| 15. AGENCY EMPLOYEE NO. | NONE | | MAASIN CITY | SOUTHERN LEYTE |
| | | | City/Municipality | Province |
| | | | | |
| 19. TELEPHONE NO. | NONE | | | |
| 20. MOBILE NO. | 09058039883 | | | |
| 21. E-MAIL ADDRESS (if any) | williamalaancruz@gmail.com | | | |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|-----------|--------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | NONE | | 23. NAME OF CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | N/A | NAME EXTENSION (JR., SR) | NONE | 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 | CRUZ | | | |
| FIRST NAME | RUFO | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | RODRIGUEZ | N/A | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | ALAAN | | | |
| FIRST NAME | ASUNCION | | | |
| MIDDLE NAME | LEYSON | | | |

(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 | Ma. Clara Elementary School | BASIC EDUCATION | 06/03/2005 | 03/28/2011 | N/A | 2011 | FIRST HONORABLE |
| SECONDARY | Ichon National High School | SECONDARY EDUCATION | 06/07/2011 | 04/09/2015 | N/A | 2015 | N/A |
| VOCATIONAL / TRADE COURSE | NONE | NONE | N/A | N/A | N/A | N/A | N/A |
| COLLEGE | VISAYAS STATE UNIVERSITY | TERTIARY EDUCATION | 06/06/2015 | 06/14/2019 | N/A | 2019 | VARSITY |
| GRADUATE STUDIES | NONE | N/A | N/A | N/A | N/A | N/A | N/A |

(Continue on separate sheet if necessary)

| | | | |
|-----------|---|------|---------------|
| SIGNATURE |  | DATE | JULY 09, 2020 |
|-----------|---|------|---------------|

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

[Signature]

JULY 09, 2020

[illegible]

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)

| INCLUSIVE DATES OF | | Type of ID | |
|--------------------|--|------------|--|
|--------------------|--|------------|--|

[illegible]

VIII. OTHER INFORMATION

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|--|--|--|
| | | |
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(Continue on separate sheet if necessary)

| | | | |
|-----------|---|------|--------------|
| SIGNATURE |  | DATE | 11 JULY 2020 |
|-----------|---|------|--------------|

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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: September 1, 2019– February 29,2020
- Position: Science Research Assistant
- Name of Office/Unit: Philrootcrops
- Immediate Supervisor: Dr. Jose L. Bacusmo
- Name of Agency/Organization and Location: Visayas State University
VSU, Baybay City Leyte

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties

Assist in the maintenance of sweetpotato germplasm. Help in the collections, characterization and documentation of sweetpotato germplasm. Conduct single plant and unreplicated trials of F1 sweetpotato hybrids/genotypes. Assist in making reports of the project.



WILLIAM A. CRUZ

(Signature over Printed Name
of Employee/Applicant)

Date: July 09, 2020