

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	Capulla		
FIRST NAME	Rose	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	Pascual		
3. DATE OF BIRTH (mm/dd/yyyy)	5/9/1969	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH	Baybay City, Leyte	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input type="checkbox"/> Female		
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 Guadalupe Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	5'2"	ZIP CODE	6521
8. WEIGHT (kg)	59 kg.	18. PERMANENT ADDRESS	House/Block/Lot No. Street Guadalupe Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
9. BLOOD TYPE	Type "O"	ZIP CODE	6521
10. GSIS ID NO.	B69K9RCP015	19. TELEPHONE NO.	None
11. PAG-IBIG ID NO.	1700-0026-9309	20. MOBILE NO.	09369274295
12. PHILHEALTH NO.	13000015564-1	21. E-MAIL ADDRESS (if any)	rosecapulla2018@gmail.com
13. SSS NO.	06-1448980-0		
14. TIN NO.	919-695-994		
15. AGENCY EMPLOYEE NO.	V000391		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Capulla		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Danilo	NAME EXTENSION (JR., SR) NA	NA	NA
MIDDLE NAME	Remion			
OCCUPATION	Farmer-Businessman			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	Cahagnaan, Matalom, Leyte			
TELEPHONE NO.	None			
24. FATHER'S SURNAME	Pascual			
FIRST NAME	Jaime	NAME EXTENSION (JR., SR) NA		
MIDDLE NAME	Banes			
25. MOTHER'S MAIDEN NAME				
SURNAME	Cerna			
FIRST NAME	Fe			
MIDDLE NAME	Valenona			

(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	Visca Foundation Elementary School	Primary Education	6/1/1976	3/23/1981	Graduated	March 23, 1981	Salutatorian
SECONDARY	Experimental Rural High School	Secondary Education	6/1/1981	3/23/1985	Graduated	23-Mar-85	Scholar
VOCATIONAL / TRADE COURSE	NA						
COLLEGE	Visayas State College of Agriculture, University of the Philippines, Diliman & University of San Carlos	AB Political Science	6/1/1990	3/23/1993	Graduated	23-Mar-93	
GRADUATE STUDIES	Franciscan College of the Immaculate Conception	MA ED - Filipino	6/1/1998	3/23/2005	Graduated	March 23, 2005	CHED Scholar

(Continue on separate sheet if necessary)

SIGNATURE	RCapulla	DATE	11/17/2019
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#### 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
	Career Service Professional Examination	86.0	Oct. 17, 1993	Cebu City		
	Licensure Examination for Teachers	81.0	Sept. 28, 2008	Tacloban City		

(Continue on separate sheet if necessary)

(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	<i>[Signature]</i>	DATE	11/19/2019
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	NA				

(Continue on separate sheet if necessary)

## VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/ TRAINING PROGRAMS ATTENDED

[illegible]

(Continue on separate sheet if necessary)

## VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Driving, Baking, Coputer Literate	None	Visayas State University Faculty Association
Baking, Reading, Travelling		
	N/A	

(Continue on separate sheet if necessary)

SIGNATURE	<i>RC Ngulu</i>	DATE	11-19-2019
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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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

☐ YES☒ NO

☐ YES☒ NO

If YES, please specify:

If YES, please specify ID No:

If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
Dr. Guiraldo Fernandez, Jr.	Kilbourne Drive, VSU, Visca, Baybay City, Leyte	
Dr. Ruth Martinez	Kilbourne Drive, VSU, Visca, Baybay City, Leyte	
Dr. Edwin Pilapil	Cebu Technological Univeristy, Cebu City	

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.

R Capulla

ROSE P. CAPULLA

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID:

ID/License/Passport No.: P0421573B

Date/Place of Issuance: DFA Manila

R Capulla

Signature (Sign inside the box)

11/18/2019

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 20 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN E. GUINOCOR

Person Administering Oath

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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: June 1, 1996 – March 15, 1998
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Arts and Letters
- Immediate Supervisor: Dr. Alicia Go
- Name of Agency/Organization and Location: Visayas State College of Agriculture, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Taught PI 11 subject
  - Designed and revised course syllabus and instructional materials in this subject
- Summary of Actual Duties
- Responsible for teaching PI 11 subject, submitting grades and accomplishing other necessary requirements.

- Duration: June 1, 1998 – March 15, 2004
- Position: Instructor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Remegio Mollaneda
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Taught Filipino, History, Rizal, Psychology and Sociology subjects
  - Designed and revised a number of course syllabi and instructional materials in these subjects
- Summary of Actual Duties
- Responsible for teaching Filipino, History, Rizal, Psychology and Sociology subjects, submitting grades and accomplishing other necessary requirements.

- Duration: June 1, 2004 – March 15, 2007
- Position: Instructor III
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Zenaida Dumaguing
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Taught Filipino, History and Philippine Constitution subjects
  - Designed and revised a number of course syllabi and instructional materials in these subjects
- Summary of Actual Duties
- Responsible for teaching Filipino, History and Philippine Constitution subjects, submitting grades and accomplishing other necessary requirements.



- Duration: June 1, 2007 – March 15, 2010
- Position: Assistant Professor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Norberto Canada
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Taught Filipino and History subjects
  - Designed and revised a number of course syllabi and instructional materials in these subjects
- Summary of Actual Duties
- Responsible for teaching Filipino and History subjects, submitting grades and accomplishing other necessary requirements.

- Duration: June 1, 2010 – March 15, 2013
- Position: Assistant Professor II
- 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)
  - Taught Filipino and History subjects
  - Designed and revised a number of course syllabi and instructional materials in these subjects
- Summary of Actual Duties
- Responsible for teaching Filipino and History subjects, submitting grades and accomplishing other necessary requirements.

- Duration: June 1, 2013 – March 1, 2016
- Position: Assistant Professor III
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Annie Gravoso; Dr. Guiraldo C. Fernandez, Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Taught Filipino and History subjects
  - Designed and revised a number of course syllabi and instructional materials in these subjects
- Summary of Actual Duties
- Responsible for teaching Filipino and History subjects, submitting grades and accomplishing other necessary requirements.

- Duration: June 1, 2016 – Present
- Position: Assistant Professor III
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Guiraldo C. Fernandez, Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

Leyte

- List of Accomplishments and Contributions (if any)
  - Taught Filipino and History subjects
  - Designed and revised a number of course syllabi and instructional materials in these subjects

- Summary of Actual Duties

Responsible for teaching Filipino and History subjects, submitting grades and accomplishing other necessary requirements.

  
ROSE P. CAPULLA

(Signature over Printed Name  
of Employee/Applicant)

Date: 11-19-2019