

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.

THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Carefully Tick appropriate boxes (☐ and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No.

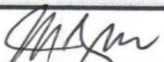
(Do not fill up. For CSC use only)

PERSONAL INFORMATION

SURNAME		UNAJAN	
FIRST NAME		MAGDALENE	NAME EXTENSION (JR., SR)
MIDDLE NAME		CESAR	
3. DATE OF BIRTH (mm/dd/yyyy)	5/26/1981	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	LOAY, BOHOL	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 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 _____ SITIO NANGKA _____ KILIM _____ Subdivision/Village _____ Barangay _____ BAYBAY CITY _____ LEYTE _____ City/Municipality _____ Province _____
7. HEIGHT (m)	1.57	ZIP CODE	6521
8. WEIGHT (kg)	63		
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ PUROK NANGKA _____ CALVARIO _____ Subdivision/Village _____ Barangay _____ LOAY _____ BOHOL _____ City/Municipality _____ Province _____
10. GSIS ID NO.	81052600375	ZIP CODE	6303
11. PAG-IBIG ID NO.	1700-0029-6190		
12. PHILHEALTH NO.	190901111573	19. TELEPHONE NO.	+63-53-563-1318
13. SSS NO.	0623191655	20. MOBILE NO.	+63-917-1541-530
14. TIN NO.	928-833-526	21. E-MAIL ADDRESS (if any)	magdalene.unajan@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V000525		

II. FAMILY BACKGROUND			
22. SPOUSE'S SURNAME	UNAJAN		23. NAME of CHILDREN (Write full name and list all)
FIRST NAME	RODERICK	NAME EXTENSION (JR., SR)	NA
MIDDLE NAME	MAR		
OCCUPATION	CLERK		
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY		
BUSINESS ADDRESS	VISCA, BAYBAY CITY, LEYTE		
TELEPHONE NO.	053-563-7636		
24. FATHER'S SURNAME	CESAR		
FIRST NAME	DELFIN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LADAO		
25. MOTHER'S MAIDEN NAME			
SURNAME	ARAZO		
FIRST NAME	TARCELA		
MIDDLE NAME	ABSORDO		(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	SENATE PRES. PRO TEMPORE JOSE A. CLARIN MEMORIAL SCHOOL	ELEMENTARY	6/1/1988	4/1/1994	NA	1994	Valedictorian
SECONDARY	HOLY TRINITY ACADEMY	SECONDARY	6/1/1994	4/1/1998	NA	1998	1st Hon Mention
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA	NA	NA	NA
COLLEGE	CEBU INSTITUTE OF TECHNOLOGY - UNIVERSITY	BS IN INFORMATION TECHNOLOGY	6/1/1998	4/1/2003	NA	2003	Cum Laude
GRADUATE STUDIES	TECHNOLOGICAL INSTITUTE OF THE PHILIPPINES QUEZON CITY	DOCTOR IN INFORMATION TECHNOLOGY	3/1/2016	—	24	NA	CHED K-12

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	July 5, 2019
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[illegible]

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

[illegible]

SIGNATURE		DATE	July 5, 2019	CS FORM 212 (Revised 2017), Page 2 of 4
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	InterSchool Computing and Computing Colloquium (iCORE)	3/8/2019	3/9/2019	16.0	Peer reviewer

(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)

30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	ToT on Project Management and ICTD (Primer Series Program)	6/26/2019	6/27/2019	16.0	Technical	Dept. of Information and Communication Technology
	1st International Research Conference on Computer, Electronics, and Control Engineering (RCCECE 2019)	6/29/2019	6/29/2019	8.0	Presenter	Asia Technological School of Science and Arts / ICPEP 4
	International MultiConference of Engineers and Computer Scientists (IMECS2019)	3/13/2019	3/15/2019	24.0	Technical	International Association of Engineers
	Open Data and DKAN Training	10/29/2018	10/29/2018	8.0	Technical	Dept. of Information and Communication Technology
	1st Information and Computing Education Conference	10/4/2018	10/6/2018	24.0	Technical	Computing Society of the Philippines
	Training on Writing Research Projects in Data Analytics	3/5/2018	3/6/2018	16.0	Technical	Northern Samar State University
	Human Computer Interaction Seminar-Workshop	2/7/2018	2/9/2018	24.0	Technical	Philippine Society of Information Technology Educators (PSITE) VIII Chapter & NNSU

(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)
	PC OPERATION		N/A		Cebu Institute of Technology Alumni Association (CITAA)
	PROGRAMMING		N/A		Philippine Schools, Universities, and Colleges Computer Education and Systems Society (PSUCCESS)
	DRAWING / SKETCHING		N/A		Philippine Society of Information Technology Educators (PSITE) VIII
					Institute of Computer Engineers of the Philippines (ICPEP)
					International Association of Engineers (IAENG)
					Association of Education Researchers and Trainers

(Continue on separate sheet if necessary)

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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ Finished contract
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.
Winston M. Tabada	DCST, Visayas State Univeristy, Baybay, Leyte	09175489956
Larmie S. Feliscuzo	College of Computer Studies, Cebu Institute of Technology - University, Cebu City	09333664843
Rhoderick D. Malangsa	CCSIT, Southern Leyte State University, Sogod, So. Leyte	09051160924
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.		



PHOTO

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) July 5, 2019 Date Accomplished</div>	<div>Right Thumbmark</div>
Government Issued ID: VSU Employee ID		
ID/License/Passport No.: V000525		
Date/Place of Issuance: January 2, 2010		

SUBSCRIBED AND SWORN to before me this <u>08 JUL 2019</u> , affiant exhibiting his/her validly issued government ID as indicated above.	
<div>ATTY. RYSA C. GUINDOR VSU LEGAL OFFICER Person Administering Oath</div>	