

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 () ☐ 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	OCLINARIA		
FIRST NAME	AVELINA	NAME EXTENSION (JR., SR)	
MIDDLE NAME	VILLACORTE		
3. DATE OF BIRTH (mm/dd/yyyy)	April 29, 1965	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	Baybay 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 type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	61 Ramon Magsaysay Street House/Block/Lot No. Street Barangay Poblacion Zone 17 Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.58m	ZIP CODE	6521
8. WEIGHT (kg)	61kg		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	61 Ramon Magsaysay Street House/Block/Lot No. Street Barangay Poblacion Zone 17 Subdivision/Village Barangay Baybay Leyte City/Municipality Province
10. GSIS ID NO.	2004001220	ZIP CODE	6521
11. PAG-IBIG ID NO.	121098180675		
12. PHILHEALTH NO.	13-050034223		
13. SSS NO.	06-1815686-7	19. TELEPHONE NO.	none
14. TIN NO.	922-427-512	20. MOBILE NO.	09202757626
15. AGENCY EMPLOYEE NO.	V-00369	21. E-MAIL ADDRESS (if any)	avelina.oclinaria@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Oclinaria	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Roman	NAME EXTENSION (JR., SR)	Ian June V. Oclinaria 06/22/1987
MIDDLE NAME	Daming		Ian Rovell V. Oclinaria 07/20/1989
OCCUPATION	Seaman(retired)		Inah Virgie V. Oclinaria 04/27/1993
EMPLOYER/BUSINESS NAME	N/A		Inah Vishen V. Oclinaria 01/26/2001
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	Villacorte		
FIRST NAME	Francisco	Sr.	
MIDDLE NAME	Bande		
25. MOTHER'S MAIDEN NAME			
SURNAME	Braga		
FIRST NAME	Virgilia		
MIDDLE NAME	Cerna		(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	Esquina Community School	Primary	1972'	1978'	N/A	1978	valedictorian
SECONDARY	Baybay High School	High School	1978'	1982'	N/A	1982	7th honor
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State College of Agriculture	Bachelor of Science in Agricultural Development Education major in Ag-Extension	1982'	08/06/1905	N/A	1986	Graduate
GRADUATE STUDIES	Cebu Normal University	Doctor of Education -Filipino Language Teaching	07/07/1905	10/07/1905	N/A	2018	Graduate

SIGNATURE		DATE	05-02-2024
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[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE	<i>P. J. J. J.</i>	DATE	05-02-2024
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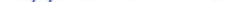
[illegible]

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

[illegible]

VIII. OTHER INFORMATION

[illegible]

SIGNATURE		DATE	05-02-2024
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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.Bayron S. Barredo	College of Education VSU Baybay City Leyte	535637527
Dr.Joel Q. Mabalhin	Dept.of Teacher Education VSU Baybay City, Leyte	535637527
Dr. Aleli A.Villocino	Visayas State University	535637527

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.



AVELINA V. OCLINARIA
PHOTO

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: VSU Employees ID
ID/License/Passport No.: V-00369
Date/Place of Issuance: March 31, 2021 VSU Baybay City Leyte

Signature (Sign inside the box)
05-02-2024
Date Accomplished



SUBSCRIBED AND SWORN to before me this 14 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR VSU Chief Legal Officer
Person Administering Oath

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 20, 2022 - present**
- Position: **Associate Professor I**
- Name of Office/Unit: **Department of Teacher Education**
- Immediate Supervisor: **Joel Q. Mabalhin**
- Name of Agency/Organization and Location: **Visayas State University Visca Baybay City, Leyte**
- List of Accomplishments and Contributions (if any)

- Taught Filipino subjects and PrEd subject
- Designed and revised a number of course syllabi and instructional materials
- Participated in DTE and also in the University's activities
- Attended trainings, seminars and conferences to enhance teaching method and learn new strategies

- Summary of Actual Duties

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

Responsible in teaching Filipino subjects, ensuring a quality service as instructor, adviser and mentor to the students

Perform task assigned by the head, dean and other university authorities

Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


AVELINA V. OCLINARIA

(Signature over Printed Name
of Employee/Applicant)

Date: 05-02-2024

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: **July 1, 2019 – September 14, 2022**
- Position: **Assistant Prof II**
- Name of Office/Unit: **Department of Liberal Arts and Behavioral Sciences/ Department of Teacher Education**
- Immediate Supervisor: **Dr. Guiraldo Fernandez / Dr. Joel Q. Mabalhin**
- Name of Agency/Organization and Location: **Visayas State University Visca Baybay City, Leyte**
- List of Accomplishments and Contributions (if any)

- Taught Filipino subjects
- Designed and revised a number of course syllabi and instructional materials
- Participated in DTE, DLABS and also in the University's activities
- Attended trainings, seminars and conferences to enhance teaching method and learn new strategies


- Summary of Actual Duties

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

Responsible in teaching Filipino subjects, ensuring a quality service as instructor, adviser and mentor to the students

Perform task assigned by the head, dean and other university authorities

Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


AVELINA V. OCLINARIA
(Signature over Printed Name
of Employee/Applicant)

Date: 5-02-2024

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: **June 1, 2013 – June 30, 2019**
- Position: **Instructor 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 subjects and Social Science subject
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies

- Summary of Actual Duties

Responsible in teaching Filipino subjects, submitting grades and accomplishing other necessary requirements.
Responsible in teaching Filipino subjects, ensuring a quality service as instructor, adviser and mentor to the students
Perform task assigned by the head, dean and other university authorities
Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


AVELINA V. OCLINARIA

(Signature over Printed Name
of Employee/Applicant)

Date: 05-02-2024

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: **June 1, 2010 – May 31, 2013**
- Position: **Instructor 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 subjects and Social Science subjects
- Designed and revised a number of course syllabi and instructional materials
- Participated in DLABS and also in the University's activities
- Attended trainings, seminars and conferences to enhance teaching method and learn new strategies

- Summary of Actual Duties

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

Responsible in teaching Filipino subjects, ensuring a quality service as instructor, adviser and mentor to the students

Perform task assigned by the head, dean and other university authorities

Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


AVELINA V. OCLINARIA

(Signature over Printed Name
of Employee/Applicant)

Date: 05-10-2024