

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	DAUTIL		
FIRST NAME	JANE	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	PAGALAN		
3. DATE OF BIRTH (mm/dd/yyyy)	6/29/1992	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Brgy. Conalum, Inopacan, Leyte	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 checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Sampaguita Dormitory N/A House/Block/Lot No. Street N/A Pangasugan Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.52	ZIP CODE	
8. WEIGHT (kg)	55		
9. BLOOD TYPE	"A+"		
10. GSIS ID NO.	2005283396		
11. PAG-IBIG ID NO.	121225170686	18. PERMANENT ADDRESS	29 Purok 1A House/Block/Lot No. Street N/A Conalum Subdivision/Village Barangay Inopacan Leyte City/Municipality Province
12. PHILHEALTH NO.	010251205502	ZIP CODE	6522
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	499-526-066	20. MOBILE NO.	09550172945
15. AGENCY EMPLOYEE NO.	V01030	21. E-MAIL ADDRESS (if any)	jane.dautil@vsu.edu.ph

II. FAMILY BACKGROUND				
22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR) NA	NA	NA
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	DAUTIL			
FIRST NAME	JUSTINIANO	NAME EXTENSION (JR., SR) NA		
MIDDLE NAME	MOSQUITO			
25. MOTHER'S MAIDEN NAME				
SURNAME	PAGALAN			
FIRST NAME	VICTORIA			
MIDDLE NAME	VALENZONA			
(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	Conalum Elementary School	Elementary diploma	1/6/1999	3/31/2005	N/A	2005 1st Honorable Mention
	SECONDARY	Conalum National High School	High School diploma	1/6/2005	3/31/2009	N/A	2009 Salutatorian
	VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	None
	COLLEGE	Visayas State University	Doctor of Veterinary Medicine	1/6/2009	4/13/2016	N/A	2016 None
	GRADUATE STUDIES	University of Pretoria and Institute of Tropical Medicine	Masters diploma	1/26/2020	6/3/2022	N/A	2022 None
(Continue on separate sheet if necessary)							

SIGNATURE		DATE	June 23, 2023
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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	June 23, 2023
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Veterinary Practioners Association of the Philippines	8/26/2022	Lifetime	Lifetime	Member
	Philippine Veterinary Medical Association	1/9/2016	Lifetime	Lifetime	Member
	Venerable Knight and Lady Veterinarian Fraternity and Sorority	8/1/2018	12/6/2018	Temporary	Adviser
	CVM-USSC	8/1/2018	12/31/2021	Temporary	Adviser

(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)
Playing musical instrument (guitar)	None	Veterinary Practitioners Association of the Philippines
Playing table tennis	None	Philippine Veterinary Medical Association

(Continue on separate sheet if necessary)

SIGNATURE	<i>[Signature]</i>	DATE	June 23, 2023
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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

If YES, give details:

☐ 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

If YES, give details:

☐ 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

If YES, please specify:

☐ YES☒ NO

If YES, please specify ID No:

☐ YES☒ NO

If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
Dr. Eugene Lañada	Visca, Baybay, Leyte	9176341472
Dr. Lotis Balala	Visca, Baybay, Leyte	9359680818
Fr. Eufemio Gohetia	Inopacan, Leyte	9175859376

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

Government Issued ID: PRC ID

ID/License/Passport No.: 9109

Date/Place of Issuance: 09/23/2016/PRC

Signature (Sign inside the box)

June 23, 2023

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 12 JUL 2023, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR

VSU Civil Legal Officer

Person Administering Oath

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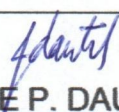
WORK EXPERIENCE SHEET

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: September 6, 2016 – May 31, 2017
- Position: Part-time Instructor
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Dr. Eugene B. Lañada
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay, Leyte
 - List of Accomplishments and Contributions (if any)
 - Provide knowledge to the students as an instructor
 - Process documents needed during AACCUP Accreditation
- Summary of Actual Duties
 - Teaches the basic knowledge of veterinary medicine and help them during the conduct of laboratory experiments and explain to them on how these things happens, represent the organization to veterinary conferences (e.g. VPAP); and acts as a resource person during the seminar of ATI.

- Duration: August 4, 2017 – Present
- Position: Instructor 1
- Name of Office/Unit: College of Veterinary Medicine
- Immediate Supervisor: Ana Marquiza Quilicot
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay, Leyte
 - List of Accomplishments and Contributions (if any)
 - Provide knowledge to the students as an instructor
 - Process documents needed during AACCUP Accreditation
 - Prepare proposals for research and extension of the college
- Summary of Actual Duties
 - Teaches the basic knowledge of veterinary medicine and help them during the conduct of laboratory experiments and explain to them on how these things happens, represent the organization to veterinary conferences (e.g. VPAP and PVMA); conduct research as part of the project of the college and attend extension works of the college.


JANE P. DAUTIL
 (Signature over Printed Name
 of Employee/Applicant)

Date: July 20, 2023