

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	PURAY		
FIRST NAME	JAILENN JANNARAINÉ		NAME EXTENSION (JR., SR)
MIDDLE NAME	SABARIA		
3. DATE OF BIRTH (mm/dd/yyyy)	7/24/1998	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	MUNTINLUPA CITY	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" 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	N/A
7. HEIGHT (m)	1.54	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	43		PENSERGA SUBD. ALTA VISTA
9. BLOOD TYPE	AB		Subdivision/Village Barangay
10. GSIS ID NO.	02005944556		ORMOC CITY LEYTE
11. PAG-IBIG ID NO.	121269303484		City/Municipality Province
12. PHILHEALTH NO.	1325-0754-6807	18. PERMANENT ADDRESS	N/A
13. SSS NO.	34-9319844-5	ZIP CODE	House/Block/Lot No. Street
14. TIN NO.	364 642 074 0000		PENSERGA SUBD. ALTA VISTA
15. AGENCY EMPLOYEE NO.	V02005		Subdivision/Village Barangay
			ORMOC CITY LEYTE
			City/Municipality Province
		19. TELEPHONE NO.	(053) 300-3009
		20. MOBILE NO.	09459749569
		21. E-MAIL ADDRESS (if any)	jailennp@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	PURAY			
FIRST NAME	JAIME	NAME EXTENSION (JR., SR)		
MIDDLE NAME	GONO			
25. MOTHER'S MAIDEN NAME				
SURNAME	SABARIA			
FIRST NAME	JERALENN			
MIDDLE NAME	ZAMORA		(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	ORMOC CITY CENTRAL SCHOOL	N/A	2005	2011	GRADUATE	2011	SALUTATORIA N
SECONDARY	NEW ORMOC CITY NATIONAL HIGH SCHOOL	N/A	2011	2015	GRADUATE	2015	1ST HONORABLE MENTION
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BS CHEMISTRY	2015	2019	GRADUATE	2019	CUM LAUDE
GRADUATE STUDIES	N/A	N/A	N/A	N/A		N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/6/2023
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IV. CIVIL SERVICE ELIGIBILITY	
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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
	PD 907 HONOR GRADUATE	N/A	11/22/2019	Civil Service Commission, Government Center, Palo, Leyte	N/A	N/A
	RA 1080 CHEMIST	75.4	10/9/2019 TO 10/10/2019	CEBU CITY	0014608	7/24/2025

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	
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DATE	7/6/2023
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[illegible]

(Continue on separate sheet if necessary)


[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)
READING	NA	KAPISANANG KIMIKA NG PILIPINAS
DANCING		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/6/2023
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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)?	<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)																	
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>DR. CANDELARIO L. CALIBO</td><td>BAYBAY CITY</td><td>9176341486</td></tr><tr><td>KAY KIMBERLY KOBAYASHI</td><td>ORMOC CITY</td><td>9178570583</td></tr><tr><td>GONZALITO HERMOSO</td><td>ORMOC CITY</td><td>9778108367</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	DR. CANDELARIO L. CALIBO	BAYBAY CITY	9176341486	KAY KIMBERLY KOBAYASHI	ORMOC CITY	9178570583	GONZALITO HERMOSO	ORMOC CITY	9778108367				
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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.																	
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SUBSCRIBED AND SWORN to before me this <u>18 SEP 2023</u> , affiant exhibiting his/her validly issued government ID as indicated above.																	
<table><tr><td colspan="2"> ATTY. RYAN C. GUINOCOR VSU Chief Legal Officer</td></tr><tr><td colspan="2">Person Administering Oath</td></tr></table>		 ATTY. RYAN C. GUINOCOR VSU Chief Legal Officer		Person Administering Oath													
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Person Administering Oath																	

WORK EXPERIENCE SHEET

Duration: August 2021 – Present

- **Position:** Instructor I
- **Name of Office/Unit:** Department of Pure and Applied Chemistry
- **Immediate Supervisor:** Elizabeth S. Quevedo
- **Name of Agency/Organization and Location:** Visayas State University – Baybay City, Leyte
- **Summary of Actual Duties**
 - Conducts lecture and laboratory classes in the assigned chemistry subjects
 - Documents students' attendance, participation, and academic progress by giving and grading laboratory reports, assignments, projects, quizzes and examinations that lead to a final grade
 - Attends faculty meetings to evaluate student progress and determine improvement strategies for students.
 - Performs academic related functions, duties and responsibilities

Duration: April 2021 – July 2021

- **Position:** Part-time Instructor
- **Name of Office/Unit:** Department of Pure and Applied Chemistry
- **Immediate Supervisor:** Elizabeth S. Quevedo
- **Name of Agency/Organization and Location:** Visayas State University – Baybay City, Leyte
- **Summary of Actual Duties**
 - Conducts lecture and laboratory classes in the assigned chemistry subjects
 - Documents students' attendance, participation, and academic progress by giving and grading laboratory reports, assignments, projects, quizzes and examinations that lead to a final grade
 - Attends faculty meetings to evaluate student progress and determine improvement strategies for students

Duration: July 2020 – January 2021

- **Position:** Project-Based Laboratory Analyst
- **Name of Office/Unit:** Metallurgical Laboratory Division
- **Immediate Supervisor:** Charito Bonul
- **Name of Agency/Organization and Location:** Philippine Associated Smelting and Refining Corporation, Isabel, Leyte
- **Summary of Actual Duties**
 - Conducted water analysis of different parameters and elements following procedure protocols.
 - Operated and maintained all designated instruments and equipment.
 - Followed safety and security procedures when handling hazardous materials.

Duration: June – July 2018

- Position: Intern
- Name of Office/Unit: Integrated Laboratory Services
- Immediate Supervisor: Gleenecce Jad Rosal
- Name of Agency/Organization and Location: Energy Development Corporation, Tongonan, Leyte
- Summary of Actual Duties
 - Conducted analyses in the laboratory; provided assistance for the ISO documentation and audit preparation
 - Updated Material Safety Data Sheet.
 - Listed inventory for chemicals, glasswares and equipment spare

Duration: April – May 2015

- Position: Summer Job
- Name of Office/Unit: City Treasurer's Office
- Name of Agency/Organization and Location: LGU Ormoc, Ormoc City Hall
- Summary of Actual Duties
 - Responsible in performing technical tasks e.g., collection of rental fee from public market vendors, provided assistance on the preparation of daily report and other related functions

Attachment to CS Form No. 212


JAILENN JANNARAIN S. PURAY

(Signature over Printed Name
of Employee/Applicant)

Date: 7/6/2023