

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	Cerna			
FIRST NAME	Dennis Joel		NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Loreto			
3. DATE OF BIRTH (mm/dd/yyyy)	07/19/1995	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	Ormoc City, Leyte	If holder of dual citizenship, please indicate the details.	Philippines	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	17. RESIDENTIAL ADDRESS	1381 Gungab	
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:		House/Block/Lot No. Street	
7. HEIGHT (m)	1.58		Subdivision/Village Poblacion	
8. WEIGHT (kg)	65.00		ALBUERA BARANGAY	
9. BLOOD TYPE	O+		City/Municipality Province	
10. GSIS ID NO.	2005283393	18. PERMANENT ADDRESS	6542	
11. PAG-IBIG ID NO.	N/A		House/Block/Lot No. Street	
12. PHILHEALTH NO.	N/A		Subdivision/Village Barangay	
13. SSS NO.	N/A		City/Municipality Province	
14. TIN NO.	491161981	19. TELEPHONE NO.	N/A	
15. AGENCY EMPLOYEE NO.	V01042	20. MOBILE NO.	919-000-2810	
		21. E-MAIL ADDRESS (if any)	dennis.cerna@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) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	Cerna			
FIRST NAME	Demetrio	NAME EXTENSION (JR., SR) Jr.		
MIDDLE NAME	Andrecio			
25. MOTHER'S MAIDEN NAME	Belinda Miro Loreto			
SURNAME	Cerna			
FIRST NAME	Belinda			
MIDDLE NAME	Loreto		(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	Albuera North Central School	Elementary	2001	2007	N/A	2007	N/A
SECONDARY	Damulaan National High School	High School	2007	2011		2011	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Secondary Education	2011	2016		2016	N/A
GRADUATE STUDIES	Visayas State University	Master of Education in Physical Education	2017	2021		2021	N/A

SIGNATURE		DATE	06/10/2024
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[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/10/2024
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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		
	N/A	N/A	N/A	N/A	N/A

(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			
	Designing Local Festival Dances: The Choreographers' Viewpoints	03/14/2024	05/14/2024	5	Managerial	NATIONAL COMMISSION FOR CULTURE AND THE ARTS
	ACT-IHE English Medium Education Training	06/20/2022	06/21/2022	16	Instruction	Leyte Normal University in cooperation with the Commission of Higher Education and the British Council
	"Sikad, Abante VSU" Fun Ride	05/28/2021	05/28/2021	4	Technical	Visayas State University
	Trainer's Training Course in Swimming and Life-Saving	05/24/2021	05/28/2021	40	Technical	Institute of Human Kinetics, Visayas State University
	Webinar on Table of Specifications and Test Item Analysis	11/12/2020	11/12/2020	5	Instruction	Visayas State University
	National Consultative Forum: Enhancing the Bachelor of Culture and Arts Education (BCAEd) Program Among Philippine Higher Education Institutions (HEI)	10/03/2019	10/05/2019	24	Technical	National Commission for Culture and the Arts and the Performance Laboratory, Inc.
	Visayas Mindanao Conference on PATH-FIT Tertiary Physical Education: Methods and Outcomes	11/03/2018	11/04/2018	16	Instruction	University of San Carlos
	Seminar workshop in Officiating Athletics	09/07/2018	09/08/2018	16	Technical	Institute of Human Kinetics, Visayas State University
	RADIO FOR DEVELOPMENT WORKSHOP	07/30/2018	07/30/2018	5	Technical	VSU Radio DYDC-FM 104.7
	Extension Proposal Writing	07/18/2018	07/20/2018	24	Instruction	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	One-day Kayak Seminar Workshop	07/17/2018	07/17/2018	8	Instruction	Institute of Human Kinetics, Visayas State University
	38th National Folk Dance Workshop	05/21/2018	05/25/2018	60	Instruction	Samahang Tagapagtaguyod ng Katutubong Sayaw ng Pilipinas
	Training workshop on Innovative Learning Strategies	05/15/2018	05/16/2018	16	Instruction	College of Education, Visayas State University
	Orientation and Retooling of CE Faculty	09/04/2017	09/04/2017	8	Instruction	College of Education, Visayas State University
	National Training Workshop and Conference for 2017 PASUC Cultural and the Arts Festival Competitions	08/16/2017	08/17/2017	16	Technical	Philippine Association of State Universities and Colleges
	Seminar on "Enhancing Student Success"	08/03/2016	08/03/2016	8	Instruction	Office of the Vice President for Academic Affairs, Visayas State University

(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)
	N/A		N/A		Samahang Tagapagtaguyod ng Katutubong Sayaw ng Pilipinas

(Continue on separate sheet if necessary)

SIGNATURE		DATE	05/03/2024
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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)?

☐ 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.
Charis B. Limbo-Rivera	Baybay City	09485105847
Aleli Villocino	Baybay City	09173040879
Thelma Zafra	Baybay City	09159779710

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.

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/License/Passport No.: 1531261

Date/Place of Issuance: 03/03/2017 / Ormoc City

Signature (Sign inside the box)

05/03/2024

Date Accomplished

Right Thumbmark

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

ATTY. RYSAN C. GUINOCOR

VSU 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 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: August 1, 2016- present
- Position: Substitute Instructor
- Name of Office/Unit: Institute of Human Kinetics
- Immediate Supervisor: Dr. Charis B. Limbo
- Name of Agency/Organization and Location: College of Education, Visayas State University
- List of Accomplishments and Contributions (if any)
 - Co-Chairperson, Grand Kaugmaran Festival 2024
 - Stage Manager, Mister and Miss VSU 2023
 - Director, Ginoong Malakas and Binibining Maganda 2018
 - Coach, Mister VSU-PASUC 2018
 - Dance Choreographer, Mister and Miss VSU 2019
 - Stage Manager, VSU Night 2018
 - Coordinator, Dance Category, VSU Culture and Arts Festival
 - Director, Mr and Ms. PASUC VSU 2018
 - VSU Dancesports Team Coach
 - Head, Dance Section, Culture and the Arts Center, VSU
 - Director, Mr and Ms Intramurals 2017
 - Coach, Mr and Ms PASUC-VSU 2017
 - Chief Choreographer, Mr and Ms SCUAA 8 2017
 - Director, VSU Night 2017
- Summary of Actual Duties
 - Had been able to teach Service Physical Education Subjects and MAPEH Major Subjects (Dance), provides in the assistance and management of programs and activities spearheaded by the Institute of Human Kinetics and performs other related functions.
 - One of the proponents of the implementation of the Bachelor of Culture and Arts Education in the Visayas State University


DENNIS JOEL L. CERNA

(Signature over Printed Name
of Employee/Applicant)

Date: **APRIL 22, 2024**