

## 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	PEÑALOSA		
FIRST NAME	BERT	N/A	
MIDDLE NAME	CUTOB		
3. DATE OF BIRTH (mm/dd/yyyy)	30/01/1985	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	BAYBAY, LEYTE	If holder of dual citizenship,	Philippines ▼
5. SEX	<input checked="" type="checkbox"/> Male <input 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	ZONE 1 House/Block/Lot No. Street BRGY. CARIDAD Subdivision/Village Barangay BAYBAY CITY, LEYTE City/Municipality Province
7. HEIGHT (m)	5'5	ZIP CODE	6521
8. WEIGHT (kg)	69		
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	ZONE 1 House/Block/Lot No. Street BRGY. CARIDAD Subdivision/Village Barangay BAYBAY CITY, LEYTE City/Municipality Province
10. GSIS ID NO.	2005157518	ZIP CODE	6521
11. PAG-IBIG ID NO.	1211-1753-9089		
12. PHILHEALTH NO.	13-050056883-7		
13. SSS NO.	06-2540054-8	19. TELEPHONE NO.	N/A
14. TIN NO.	451-257-061	20. MOBILE NO.	0926-6481-984
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	Bertpenalosa.2013@yahoo.com


## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	PEÑALOSA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARIEVIC	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	FLORES		N/A	N/A
OCCUPATION	TEACHER		N/A	N/A
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY		N/A	N/A
BUSINESS ADDRESS	VISCA, BAYBAY CITY, LEYTE		N/A	N/A
TELEPHONE NO.	9552190573		N/A	N/A
24. FATHER'S SURNAME	PEÑALOSA		N/A	N/A
FIRST NAME	BENITO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	MONTALBAN		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	CUTOB		N/A	N/A
FIRST NAME	PACITA		N/A	N/A
MIDDLE NAME	NABUTAS		(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	CARIDAD ELEM. SCHOOL	ELEMENTARY	June 1991	Mar 1997	GRADUATED	1997	WITH HONORS
SECONDARY	CARIDAD NATIONAL HIGH SCHOOL	HIGH SCHOOL	June 1997	Mar 2003	GRADUATED	2003	
VOCATIONAL / TRADE COURSE	TESDA	BUILDING WIRING INSTALLATION (BWI)	Jul 2003	Nov 2003	GRADUATED	2003	
	SAINT MICHAEL COLLEGE	CERTIFICATE IN PROFESSIONAL EDUCATION	June 2018	Oct 2018	GRADUATED	2018	
COLLEGE	WESTERN LEYTE COLLEGE	BS. BUSINESS ADMINISTRATION	June 2009	Mar 2013	GRADUATED	2013	ACADEMIC SCHOLAR/S
GRADUATE STUDIES	CEBU TECHNOLOGICAL UNIVERSITY ( MAIN CAMPUS )	MASTER IN PUBLIC ADMINISTRATION	June 2015	Nov 2016	GRADUATED	2016	

(Continue on separate sheet if necessary)

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IV. CIVIL SERVICE ELIGIBILITY						
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
	INSURANCE ADVISER		7/25/2017	ORMOC CITY, LEYTE	344400	8/25/2018
	DRIVER'S LICENSE		04/01/2017	BAYBAY CITY, LEYTE	H0314001308	30/01/2022

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A				

(Continue on separate sheet if necessary)

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

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			
	Resource Speaker on Product Costing and Pricing	June 21, 2021	June 21, 2021	4hrs	Technical	DTI - LEYTE
	Resource Person on Marketing Strategies Training and Seminars	Dec. 8, 2021	Dec 9, 2021	4hrs	Technical	VSU-ISRDS
	Participant on Identification of proper and complete items Technical and parameters and orientation of the Purchase Request (PR) Module of the SPPMIS	Aug 28, 2020	Aug 28, 2020	4 hrs	Technical	VSU
	Participant on Webinar on Introduction to Copyright and Fair Use for Educators	28-Aug-20	28-Aug-20	4 hrs	Technical	VSU
	Participant on Radio Production in the Pipeline webinar series on On-Air Learning	17-Aug-20	Aug 20,2020	8hrs	Technical	EVHEIs-FLMSC Region VIII
	Participant on Broadcast Speech and Performance webinar series	17-Aug-20	20-Aug-20	8hrs	Technical	EVHEIs-FLMSC Region VIII
	Resource Speaker on Alternative Livelihood Seminar with the Entrepreneurial Theme" Improving Prodcutivity"	Mar 7, 2020	Mar 7, 2020	3 hrs	Technical	VSU- CWTS
	Participant on Regional Business Summit	Nov. 28,2019	Nov. 29,2029	16hrs	Technical	PCDEB
	Participant on Regional Forum on Economic and Financial Literacy	Nov. 12,2019	Nov. 12, 2019	8hrs	Technical	NEDA-8
	Training and Seminar on Socio-Economic Research in Agriculture, Aquatic and Natural Resources	Oct. 4,2019	Oct. 4, 2019	8hrs	Technical	PCAARD-SERDAC
	Workshop Facilitator on Financial Management Seminar	Sept 17,2019	Sept 18, 2019	8 hrs	Technical	VSU-ISRDS
	Resource Person on Job Seeking Seminar	June 11, 2019	June 11, 2019	2 hrs	Technical	VSU-DBM
	Resource Person on Simple Bookkeeping and Entrepreneurial Ventures through Women's Association seminar	11/21/2018	11/21/2018	8hrs	Technical	VSU-DFST
	Resource Person on Sustainable Livelihood through Women's Organization seminar	10/31/2018	10/31/2018	8hrs	Technical	VSU-DFST
	Participant on Socio-Economic Research Methods Using R Studio Training	9/7/2018	9/7/2018	8hrs	Technical	VSU-ViSERDAC
	Gender Sensivity Training	9/4/2018	9/4/2018	8hrs	Technical	VSU-ISRDS
	Participant on Social Capital as a Determinant of Civic Engagement Forum	July 27, 2018	July 27, 2018	4 hrs	Technical	VSU-ISRDS
	Case Teaching Workshop	June 22,2017	23/06/2017	16 hrs	Technical	VSU-DBM Dept.
	Marketing Management	Mar 2017	Mar 2017	5 hrs	Technical	VSU-DBM Dept.
	The Concoction of Knowledge Avenue	April 2016	Nov 2016	8 mos	Technical	CTU
	Strategic Human Resource Management Training	Mar 2013	Mar 2013	8hrs	Technical	WLC
	Recruitment and Selection Seminar	Feb 2013	Feb 2013	8 hrs	Technical	WLC

(Continue on separate sheet if necessary)

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	<b>Sales and Field Marketing</b>		<b>Top Sales Executive 2015-2016</b>		
	<b>Chess enthusiast</b>		<b>The Great Gatsby as the Guest Speaker</b>		
			<b>JHRM Society- President</b>		
			<b>College Supreme Student Council (CSSC)- Senator</b>		
			<b>Chess Varsity</b>		

(Continue on separate sheet if necessary)

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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;"><u>Resigned for greener pasture</u></p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">NAME</th> <th style="width: 30%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Dr. John Henry Caballero</td> <td>CTU</td> <td>9177222164</td> </tr> <tr> <td>Prof. Argina Pomida</td> <td>VSU</td> <td>9777713855</td> </tr> <tr> <td>Prof. Elvira Ongy</td> <td>VSU</td> <td>9389669367</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Dr. John Henry Caballero	CTU	9177222164	Prof. Argina Pomida	VSU	9777713855	Prof. Elvira Ongy	VSU	9389669367
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<p>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.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td>UMID Card</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>CRN-021-1746-9854-1</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>May/2018 -Maasin So.Leyte</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)		PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	UMID Card	ID/License/Passport No.:	CRN-021-1746-9854-1	Date/Place of Issuance:	May/2018 -Maasin So.Leyte	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"> <p>Signature (Sign inside the box)</p> <p style="text-align: center;">Date Accomplished</p> </td> <td style="text-align: center;"> <p>Right Thumbmark</p> </td> </tr> </table>	<p>Signature (Sign inside the box)</p> <p style="text-align: center;">Date Accomplished</p>	<p>Right Thumbmark</p>
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<p>SUBSCRIBED AND SWORN to before me this <u>01 JUL 2022</u> applicant exhibiting his/her validly issued government ID as indicated above.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="text-align: center;"> <p>ATTY. RYSA C. GUINOCOR</p> <p>VSU Chief Legal Officer</p> </td> </tr> <tr> <td style="text-align: center;"> <p>Person Administering Oath</p> </td> </tr> </table>		<p>ATTY. RYSA C. GUINOCOR</p> <p>VSU Chief Legal Officer</p>	<p>Person Administering Oath</p>										
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