CS Form No. 212 Revised 2017

PERSONAL DATA SHEET

WARNING: Any misinterpretation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filling of administrative/criminal case/s against the person 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) PERSONAL INFORMATION 2. SURNAME JO NAME EXTENSION (JR., SR) FIRST NAME JAY MIDDLE NAME **NAVALES** 3. DATE OF BIRTH 08/14/1976 16. CITIZENSHIP (mm/dd/yyyy) Filipino Dual Otizenship by birth by naturalization 4. PLACE OF BIRTH PALA-O,ILIGAN CITY If holder of dual citizenship, Pls. indicate country: please indicate the details. Female 5. SEX ✓ Male Philippines Single 17. RESIDENTIAL ADDRESS ✓ Married Purok 2 6 CIVIL STATUS Widowed House/Block/Lat No Street Separated Brgy.Sumasa Other/s: Subdivision/Village Barangay 7. HEIGHT (m) Pana-on, Misamis Occidental 5'4" City/Municipality Province 8. WEIGHT (kg) 74.5KGS. ZIP CODE 7205 8. PERMANENT ADDRESS 9. BLOOD TYPE Purok 2. "0" House/Block/Lot No. Street 10. GSIS ID NO. Brgy: Sumasi NONE Subdivision/Village Barangay Pana-on, Misamis Occidental 11. PAG-IBIG ID NO. 1070-0231-7945 City/Municipality Province 12. PHILHEALTH NO. 190901437592 ZIP CODE 7205 13. SSS NO. 08-1056961-8 19. TELEPHONE NO. NONE 14. TIN NO. 188-454-560 20. MOBILE NO. 09069678428 or 09564327626 15. AGENCY EMPLOYEE NO. 21. E-MAIL ADDRESS (# any) jay.jo@vsu.edu.ph FAMILY BACKGROUND 22. SPOUSE'S SURNAME ARO 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) WAME EXTENSION (JR., SR) FIRST NAME SHIRLY DANICA JOY ARO JO 10/4/2000 MIDDLE NAME JAN FRITZ ARO JO GONZAGA 11/20/2002 OCCUPATION JUSTIN REY ARO JO **PLAIN HOUSEWIFE** 11/9/2005 EMPLOYER/BUSINESS NAME TYRON EAGERTON ARO JO 1/10/2019 **BUSINESS ADDRESS** N/A TELEPHONE NO. N/A 24. FATHER'S SURNAME JO AME EXTENSION (JR., SR) FIRST NAME FLORANTE MIDDLE NAME CANENCIA 5. MOTHER'S MAIDEN NAME SURNAME NAVALES FIRST NAME JUANITA MIDDLE NAME **ECHALICO** (Continue on separate sheet if necessary) ATIONAL BACKGROUND SCHOLARSHIP ACADEMIC NAME OF SCHOOL HIGHEST LEVEL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE LEVEL YEAR UNITS EARNED (Write in full) HONORS RECEIVED (Write in full) GRADUATED From To ELEMENTARY NORTH-EAST I CENTRAL SCHOOL ELEMENTARY 1983 1989 GRADUATE 1989 SECONDARY SACRED HEART ACADEMY HIGH SCHOOL 1989 1993 GRADUATE VOCATIONAL / MISU-ILIGAN INSTITUTE OF TECHNOLOGY TECHNICAL SCHOOL TRADE COURSE 1993 1996 GRADUATE 1996 GRANTEE COLLEGE CEBU INSTITUTE OF TECHNOLOGY COLLEGE DEGREE 1996 1999 GRADUATE GRADUATE STUDIES MSU-ILIGAN INSTITUTE OF TECHNOLOGY MASTERS DEGREE 2018 PRESENT ON-GOING ERDT SIGNATURE Jan. 24'19 DATE CS FORM 212 (Revised 2017), Page 1 of 4

V. CIVIL	SERVICE ELIGIBILITY										
, CAF	REER SERVICE/RA	1080 (BOARD/ BAR) UNDER	RATING	DATE OF	AMORAS	LICENSE (if applicable)					
		AWS/ CES/ CSEE LITY / DRIVER'S LICENSE	(If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFER		RMENT .	NUMBER	Date of Validity		
LICENSU	SURE EXAMINATION FOR MECHANICAL 78.85%			OCT.8-10'01	DE ORO CITY		600064	AUG.14'19			
clude pri		nt. Start from your recent		ntinue on separate sheet if a		Work Expe	Particular State of the Control of t				
	LUSIVE DATES mm/dd/yyyy)	POSITION TIT (Write in full/Do not al		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (II applicable) & STEP (Format 100-01) INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)		
/2017	PRESENT	INSTRUCTO	R 1	VISAYAS STATE UNIV	G 12	12-10-12-0	TEMP.REGULAR	Y			
3/2003	12/31/2016	PROCESS ENGINEER/MAINTENANCE ENGINEER		SPECIALTY I	3.12		REGULAR	1			
8/2002	9/31/2003	PROJECT ENG	Volume to the	FIESTA B	RAND INC.			PROJECT			
6/2000	8/1/2001	MAINTENANCE EN	GINEER	SEATRADE (CANNING INC.			BASED CONTRACTUAL			
/1996	6/2/1999	PRODUCTION (SAMPLOONER	Transfer Acet	RI FOODS CORP.	11		CONTRACTUAL			
1/1995	3/15/1996	MAINTENANCE TRAINEE		PILMICO FO	OODS CORP.			TRAINEE			
SIGN	ATURE	· \	(Con	tinue on separate sheet if ne	Jom. 29/19		CS FORM 21	12 (Revised 2017), Pa	ge 2 of 4		

N N	AME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy)		POSITION / NATURE OF WORK			
	(write to ruly	From	To	NUMBER OF HOURS	FOUTURE OF WORK			
PHILIPPINE SOCIETY OF MECHANICAL ENGINEERS		1/9/2002	PRESENT	New York	MEMBER			
	1.66.177							
		ontinue on separate s	hoot if necessary)					
	OPMENT (L&D) INTERVENTIONS/TRAINING F	PROGRAMS AT	TENDED	THE PARTY	and the standard standard	The same of the sa		
	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS		INCLUSIVE DATES OF ATTENDANCE		Type of LD (Managerial Supervisory/ Technicalivis)	CONDUCTED/ SPONSORED BY (White in full)		
	(Write in full)			HAMSER OF HOLES				
BASIC OCC	UPATIONAL SAFETY AND HEALTH	6/1/2005	To 6/5/2005	40 HRS		PSME-TACLOBAN CHAPTER		
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OTHER INFORMATION	(Co	mtinue on separate al	neet If necusuary)	- 1				
SPECIAL SKILLS and	HOBBIES 32. NO		ACADEMIC DISTINCTIONS / RECOGNITION (Write in Lie)			33. MEMBERSHIP IN ASSOCIATION/ORGANIZATI (Wille in full)		
AUTO-CAD DRAFT	TING	(Hillian say)			Victoria de la Companya del Companya de la Companya del Companya de la Companya d			
						MEMBER OF PSME-SAN JUANICO CHAPT		
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34. Are you related by consanguinity or affinity to the assurant	ion or manmondian authority or to the				
			19		
chief of bureau or office or to the person who has immed Bureau or Department where you will be apppointed,	ate supervision over you in the Office,		2000		
27 CO					
a. within the third degree?	☐ YES ☑ NO				
b. within the fourth degree (for Local Government Unit - 0	Career Employees)?	YES V NO			
		If YES, give details:			
		100-004000			
35. a. Have you ever been found guilty of any administrative	offense?				
		YES NO			
		If YES, give details:			
b. Have you been criminally charged before any court?		☐ YES ☑ NO			
o. Flavo you been diffillially dilarged before any countr		YES NO			
		- 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1			
		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	☐ YES ☑ NO			
any court or tribunal?		If YES, give details:			
		A STATE STATE AND			
37. Have you ever been separated from the service in any of	the following modes: resincetion estimated				
dropped from the rolls, dismissal, termination, end of term		YES NO			
the public or private sector?	, illianed contract or phased out (abolition) if	If YES, give details:			
A STATE OF THE STA	testes but the first of				
38. a. Have you ever been a candidate in a national or local e Barangay election)?	lection held within the last year (except	☐ YES ☑ NO			
barangay electrony?		If YES, give details:			
b. Have you resigned from the government service during	the three (3)-month period before the last	☐ YES ☑ NO			
election to promote/actively campaign for a national or loc		If YES, give details:			
The state of the s	NATIONAL STREET	ii 120, give detaile.			
39. Have you acquired the status of an immigrant or permane	nt resident of another country?	☐ YES ☑ NO			
		If YES, give details (country):			
		7			
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) M	lagna Carta for Disabled Persons (RA 7277):				
and (c) Solo Parents Welfare Act of 2000 (RA 8972), plea	se answer the following items:				
Are you a member of any indigenous group?					
		YES If YES, please specify:			
b. Are you a person with disability?					
		If YES NO			
c. Are you a solo parent?					
		YES NO If YES, please specify ID No:			
		in rec, product specify to rec.			
41. REFERENCES (Person not related by consanguinity or affinity to applic	ant /appointee)				
NAME	ADDRESS	TEL NO.			
production to the contract of	ADDRESS	FEL NO.			
MR.NACPIL VERTUDES	BRGY.SUMASAP,PANAON,MIS.OCC	93246757524			
MR.ROBERT ROMANO	BRGY.STA.FILOMENA,ILIGAN CITY	90674548821			
munoper nomino	BROT.STA.FILOMENA,ILIGAN CITT	90074048021			
MR.ULESSES DAZO	BRGY.SUMASAP,PANAON,MIS.OCC	9054668769			
42. I declare under oath that I have personally accomplished	this Personal Data Sheet which is a true, co	rrect and complete			
statement pursuant to the provisions of pertinent laws, rule	es and regulations of the Republic of the Phil	ippines, I authorize			
the agency head / authorized representative to ver	ify/validate the contents stated herein. I	agree that any			
misrepresentation made in this document and its attact	nments shall cause the filing of administrat	ive/criminal case/s JAY WAYAVES :	50		
against me.		- Committee of the Comm			
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)	uh				
PLEASE INDICATE ID Number and Date of Issuance	ALMIO	MATHY AND			
Government issued ID: PRC	(')	柳墨 /歌/			
ID/License/Passport No.: 0060064					
The state of the s	Signature (Sign inside the box	0	- 11		
Date/Place of Issuance: 1/9/2002 @PRC-TACLOBAN CITY	Jown. 24'19 Date Accomplished	Dight Thumbound	_		
	- vale nouniplished	Right Thumbmark			
SUBSCRIBED AND SWORN to before me this	1 - 25 , 2019 , affiant exhibitin	g his/her validly issued government ID as indicated above.			
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PAGE NO. USAU	^				
BOOK NO.	PTK NO Person Administering Oath				
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	ATTORNET'S RILL NO 8570	CS FORM 212 (Revised 2017),	rage 4 of 4		

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied for.

- Theduration 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: January 04, 2017 present
- Position: Instructor I
- Name of Office/Unit: Department of Mechanical Engineering-COE
- Immediate Supervisor: Engr.Jundy R. Castil
- Name of Agency/Organization and Location: Visayas State University-Main Campus Baybay
 - List of Accomplishments and Contributions (if any)
 - Teached Mechanical Engineering Subjects
 - Implement Good Manufacturing Shop Safety Practice
 - Summary of Actual Duties
 - Responsible for the teaching-learning activities specifically mechanical engineering programs and activities and performs other related functions.
- Duration: July 4, 2003 December 15, 2016
- Position: Process Engineer/Technical-Maintenance Supervisor
- Name of Office/Unit: Specialty Pulp Manufacturing Incorporation
- Immediate Supervisor: Victor B. Parillas
- Name of Agency/Organization and Location: Technical Department-Mechanical Section
 - List of Accomplishments and Contributions
 - Prepared Revision Drawing using AutoCAD
 - Summary and performs other related functions.
 - Oversee daily rouitinary maintenance works.
 - Supervise process flow and staffing @ production line.

(Signature over Printed Name of Employee/Applicant)

Date: Jan. 24/19