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

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. 1. CS ID No. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes (and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 2. SURNAME MIÑOZA NAME EXTENSION (JR., SR) NIA FIRST NAME SUSANA MIDDLE NAME RERIDO 3. DATE OF BIRTH 11/14/1981 16. CITIZENSHIP (mm/dd/yyyy) ✓ Filipino Dual Citizenship by birth by naturalization 4. PLACE OF BIRTH ORMOC CITY If holder of dual citizenship, Pls. indicate country: please indicate the details. 5 SEX ☐ Male ✓ Female Philippines -☐ Single ☐ Married 17. RESIDENTIAL ADDRESS 089 HARRISON ST 6 CIVIL STATUS House/Block/Lot No. ✓ Widowed ☐ Separated Street RUDY RIVILLA AVENUE CAN-ADIENG Other/s: Barangay Subdivision/Village ORMOC CITY LEYTE 7. HEIGHT (m) 1.50 City/Municipality Province 8 WEIGHT (kg) 88 7IP CODE 6541 18. PERMANENT ADDRESS 089 HARRISON ST 9 BLOOD TYPE "B" House/Block/Lot No. Street RUDY RIVILLA AVENUE CAN-ADIENG 10. GSIS ID NO. CRN# 000 624 700 113 Subdivision/Village Barangay 11. PAG-IBIG ID NO. ORMOC CITY I FYTE 121149885653 City/Municipality Province 12. PHILHEALTH NO 130500651157 ZIP CODE 6541 13. SSS NO. 06-2470011-3 19 TELEPHONE NO - NONE -14 TIN NO 279-632-535-000 20. MOBILE NO. (globe) 0927-829-5480; (smart) 0908-558-4254 15. AGENCY EMPLOYEE NO V00875 21. E-MAIL ADDRESS (if anv) sberido@gmail.com; susana.minoza@vsu.edu.ph FAMILY BACKGROUN 22. SPOUSE'S SURNAME MIÑOZA 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME **AMANCIO** (deceased) **ALBERT ANDREW BERIDO MIÑOZA** 3/11/2001 MIDDLE NAME CASAS OCCUPATION N/A EMPLOYER/BUSINESS NAME N/A BUSINESS ADDRESS N/A TELEPHONE NO N/A 24. FATHER'S SURNAME BERIDO NAME EXTENSION (JR., SR) FIRST NAME RENATO (deceased) MIDDLE NAME BANDE 25. MOTHER'S MAIDEN NAME SURNAME CO FIRST NAME **MILAGROSA** MIDDLE NAME SOLAMO (Continue on separate sheet if necessary) SCHOLARSHIP 26 HIGHEST LEVEL NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE LEVEL YEAR ACADEMIC UNITS EARNED (Write in full) GRADUATED HONORS (if not graduated) RECEIVED From To FAST ELEMENTARY CAN-ADIENG ELEMENTARY SCHOOL PRIMARY EDUCATION 1988 1994 N/A 1994 **ACHIEVER** SECONDARY ORMOC CITY NATIONAL HIGH SCHOOL HIGH SCHOOL 1994 1998 N/A 1998 NONE VOCATIONAL / - none ---N/A N/A N/A N/A N/A TRADE COURSE 1998 2000 COLLEGE VISAYAS STATE UNIVERSITY **BACHELOR OF SCIENCE IN STATISTICS** N/A 2013 NONE 2010 2013 2nd year/ 37 **GRADUATE STUDIES** VISAYAS STATE UNIVERSITY MASTER OF MANAGEMENT 2016 PRESENT **On-Going** N/A units SIGNATURE DATE Feb 21,2019 CS FORM 212 (Revised 2017), Page 1 of 4

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27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE			DATE OF EXAMINATION /	ONLOONEEDMENT		LIOENSE (if applicable)			
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Seminar-Workshop on 5S and Record Management Seminar on Basic Toolsets in Millennial Management Procurement Planning Workshop Research, Development, and Extension (RDE) In-House R Gender Sensitvity Training and Anti-Sexual Harassment On the Faculty and Staff of the College of Engineering Workshop in Preparation for AACCUP Level III, Phase I ac using the new outcomes-based Program Survey Instrumer QGIS Training Workshop Training Workshop on Content Management System for the Engineering Website and Online Class using Moodle Drientation on ISO & Writeshop in the preparation of Quality and Work Instructions at the College of Engineering (CoE) Briefing of ORS and BURS at the OVPAF Conference Roc Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and E RDE) Preparation Lecture-Presentation on BuB Implementing Guidelines par the Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Onformation, Education, & Communication (IEC) Campaign	eview Crientation for Correditation (correditation	12/15/2016 10/02/2016 09/13/2016 09/03/2016 06/15/2016	12/15/2016 10/02/2016 09/13/2016 09/03/2016 06/15/2016	8.0 4.0 8.0 8.0	Technical Managerial Technical	College of Engineering, VSU Department of Business and Management, VSU Visayas State University (VSU)
Seminar on Basic Toolsets in Millennial Management Procurement Planning Workshop Research, Development, and Extension (RDE) In-House R Gender Sensitvity Training and Anti-Sexual Harassment On the Faculty and Staff of the College of Engineering Workshop in Preparation for AACCUP Level III, Phase I ac using the new outcomes-based Program Survey Instrument QGIS Training Workshop Training Workshop on Content Management System for the Engineering Website and Online Class using Moodle Drientation on ISO & Writeshop in the preparation of Quality and Work Instructions at the College of Engineering (CoE) Briefing of ORS and BURS at the OVPAF Conference Roc Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and E RDE) Preparation Lecture-Presentation on BuB Implementing Guidelines par the Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Onformation, Education, & Communication (IEC) Campaign	eview Crientation for Correditation (correditation	10/02/2016 09/13/2016 09/03/2016 06/15/2016	10/02/2016 09/13/2016 09/03/2016 06/15/2016	4.0 8.0 8.0	Managerial Technical	Department of Business and Management, VSU Visayas State University (VSU)
Procurement Planning Workshop Research, Development, and Extension (RDE) In-House R Gender Sensitvity Training and Anti-Sexual Harassment Of the Faculty and Staff of the College of Engineering Workshop in Preparation for AACCUP Level III, Phase I ac using the new outcomes-based Program Survey Instrument QGIS Training Workshop Training Workshop on Content Management System for the Engineering Website and Online Class using Moodle Drientation on ISO & Writeshop in the preparation of Quality and Work Instructions at the College of Engineering (CoE) Briefing of ORS and BURS at the OVPAF Conference Roc Geminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and E RDE) Preparation Lecture-Presentation on BuB Implementing Guidelines par the Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Onformation, Education, & Communication (IEC) Campaign	eview Crientation for Correditation (correditation	09/13/2016 09/03/2016 06/15/2016	09/13/2016 09/03/2016 06/15/2016	8.0	Technical	Management, VSU Visayas State University (VSU)
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GGIS Training Workshop Training Workshop on Content Management System for the Engineering Website and Online Class using Moodle Orientation on ISO & Writeshop in the preparation of Qualified Work Instructions at the College of Engineering (CoE) Briefing of ORS and BURS at the OVPAF Conference Rooseminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered OBE Seminar-Workshop on Research, Development and ERDE) Preparation Lecture-Presentation on BuB Implementing Guidelines part the Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Ginformation, Education, & Communication (IEC) Campaign			06/14/2016	18.0	Technical	Visayas State University (VSU)
Training Workshop on Content Management System for the Engineering Website and Online Class using Moodle Orientation on ISO & Writeshop in the preparation of Qualified and Work Instructions at the College of Engineering (CoE) Briefing of ORS and BURS at the OVPAF Conference Rooseminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and ERDE) Preparation Lecture-Presentation on BuB Implementing Guidelines part the Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Ginformation, Education, & Communication (IEC) Campaign	QGIS Training Workshop			24.0	Technical	College of Engineering, VSU
Orientation on ISO & Writeshop in the preparation of Qualified Work Instructions at the College of Engineering (CoE) Briefing of ORS and BURS at the OVPAF Conference Rooseminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and ERDE) Preparation Lecture-Presentation on BuB Implementing Guidelines particular Presentation on BuB Implementing Guidelines parthe Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Ginformation, Education, & Communication (IEC) Campaign	ne College of	05/03/2016	05/05/16	24.0	Technical	Department of Computer Science and
Briefing of ORS and BURS at the OVPAF Conference Roo Geminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered Geminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and E RDE) Preparation Lecture-Presentation on BuB Implementing Guidelines particulars for BuB and National Bud Department of Energy - Gender and Development (DOE-Gonformation, Education, & Communication (IEC) Campaign	ty objectives	09/09/2015			Technical	Technology, VSU Visayas State University (VSU)
Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and ERDE) Preparation Lecture-Presentation on BuB Implementing Guidelines particularly District Memorandum Circulars for BuB and National Bud Department of Energy - Gender and Development (DOE-Griformation, Education, & Communication (IEC) Campaign		08/28/2015			Technical	Budget and Finance Office, VSU
Seminar-Workshop on the Preparation of Outcomes-Based OBE) Syllabi and Teaching Manuals of Courses Offered CoE Seminar-Workshop on Research, Development and ERDE) Preparation Lecture-Presentation on BuB Implementing Guidelines particle Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-Groformation, Education, & Communication (IEC) Campaign	d Education	06/04/2015			Technical	College of Engineering, VSU
CoE Seminar-Workshop on Research, Development and E RDE) Preparation Lecture-Presentation on BuB Implementing Guidelines par the Joint Memorandum Circulars for BuB and National Bud Department of Energy - Gender and Development (DOE-G Information, Education, & Communication (IEC) Campaign	d Education	S TVERU STA	05/29/2015		Technical	College of Engineering, VSU
Lecture-Presentation on BuB Implementing Guidelines par the Joint Memorandum Circulars for BuB and National Bud Department of Energy - Gender and Development (DOE-G Information, Education, & Communication (IEC) Campaign	vtension		02/13/2015		Technical	College of Engineering, VSU
the Joint Memorandum Circulars for BuB and National Buc Department of Energy - Gender and Development (DOE-G Information, Education, & Communication (IEC) Campaigr	ticularly on	21 2 31 2 12	0 09 72 JV		300	
nformation, Education, & Communication (IEC) Campaign	dget 101		01/09/2015		Technical	Department of Energy (DOE)
nousehold Electrification Flogram (HEF) visavas semesti	on Energy	11/04/2014	11/05/2014	20.0	Technical	DOE and VSU-AREC
Assessment and Workshop	oliz es en Ben	08/28/2014	08/29/2014	20.0	Technical	Department of Energy (DOE)
CoE Reseach Development and Extension (RDE) In-House 64th PSAE Annual National Convention, 11th International	Agricultural	06/03/2014		16.0	Technical	College of Engineering, VSU
Engineering Conference and Exhibition and 25th Philippine Agricultural VSU Alumni in the Asean Community: Building a future through Modern Agriculture		04/21/2014			Technical	PSAE and VSU
		05/17/2013	05/17/2013	4.0	Technical	VSU Alumni Association
Monitoring Progress on Decent Work Through Statistics: Pathway to Inclusive Growth			10/23/2012	3.0	Technical	Department of Mathematics, Physics a Statistics, VSU
Echo-Seminar:Orientation on the Use of Stata			02/25/2012	3.0	Technical	Department of Mathematics, Physics a Statistics, VSU
VIII. OTHER INFORMATION	(Contin	inue on separate	sheet if necessary)			
31. SPECIAL SKILLS and HOBBIES 32.	32. NON-J			NITION	10/12 (2007) 215/5	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Computer Literate using:		(Write in full)				Visayas State University Alumni
MS Word (average) MS Excel (average)					Association College of Engineering Records	
MS Power Point (average)	//6/-5					Controller Committee
SPSS v2.0 (average) Adobe Photoshop (average)	- anaryan	13.0 MV	No.	A		VSU-Administrative Personnel Association
SIGNATURE	AND THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER.	inue on separate	sheet if necessary)		ATE	Feb 21, 2019

34. Are you related by consanguinity or affinity to the point chief of bureau or office or to the person who has a med Bureau or Department where you will be apppointed,				
a. within the third degree? b. within the fourth degree (for Local Government Unit - 0)	YES NO			
b. Within the fourth degree for Local Government office o	Sareer Employees)?	YES NO		
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 ☑ NC If YES, give details: Date Filed:)	
36. Have you ever been convicted of any crime or violation of	f and but doorse ordinance or regulation by	Status of Case/s:		
any court or tribunal?	rany law, decree, ordinance or regulation by	☐ YES ☑ No If YES, give details:	0	
37. Have you ever been separated from the service in any of retirement, dropped from the rolls, dismissal, termination, (abolition) in the public or private sector?	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?			
38. a. Have you ever been a candidate in a national or local of Barangay election)?	election held within the last year (except	YES If YES, give details:	ot as Job Order worker	
b. Have you resigned from the government service during election to promote/actively campaign for a national or loc	cal candidate?	YES If YES, give details:	NO	
39. Have you acquired the status of an immigrant or permane	ent resident of another country?	YES If YES, give details (country		
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) N 7277); and (c) Solo Parents Welfare Act of 2000 (RA 897)	Magna Carta for Disabled Persons (RA '2), please answer the following items:			
Are you a member of any indigenous group?	이 사람들은 사람들이 되었다. 그는		NO	
Are you a person with disability?		If YES, please specify: YES If YES, please specify ID No:	NO	
Are you a solo parent?	The second second second second by the second secon	✓ YES ☐ If YES, please specify ID No:	NO 133	
41. REFERENCES (Person not related by consanguinity or affinity to applica	ant /appointee)			
NAME	ADDRESS	TEL. NO.		
ROBERTO C. GUARTE	VISAYAS STATE UNIVERSITY	09173108078	5	
REMBERTO A. PATINDOL	VISAYAS STATE UNIVERSITY	09266736112	()	
MARIA TERESA A. CRUZ	VISAYAS STATE UNIVERSITY	09263037907		
42. I declare under oath that I have personally accomplish complete statement pursuant to the provisions of pert Philippines. I authorize the agency head/authorized repre- agree that any misrepresentation made in this doc administrative/criminal case/s against me.	rtinent laws, rules and regulations of the Resentative to verify/validate the contents stated	Republic of the distribution of the	SUSANA B. MIÑOZA	
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	James -		21.5kH	
Government Issued ID: UMID				
ID/License/Passport No.: 000-624-700-113	Signature (Sign inside the box	х)		
Date/Place of Issuance: Baybay City	February 21, 2019 Date Accomplished		Right Thumbmark	
SUBSCRIBED AND SWORN to before me this	AR 1 4 2019 , affiant exhibiting	g his/her validly issued governme	nt ID as indicated above.	
	ATTY. RYSAN C. GUINOCO VSULE Region Administrating Oath	Extra 1999 September 1991 September		