

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	GENOTIVA		
FIRST NAME	ANGELIE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	EDAR		
3. DATE OF BIRTH (mm/dd/yyyy)	10/11/1996	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
4. PLACE OF BIRTH	MINGLANILLA, CEBU	If holder of dual citizenship, please indicate the details.	Pls. indicate country:
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines
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	EVERLASTING DORMITORY N/A House/Block/Lot No. Street N/A VISCA Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.6	ZIP CODE	6521-A
8. WEIGHT (kg)	63 kg	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A RAWIS Subdivision/Village Barangay DULAG LEYTE City/Municipality Province
9. BLOOD TYPE	A+	ZIP CODE	6505
10. GSIS ID NO.	021-1994-7857-1	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	N/A	20. MOBILE NO.	09956386654
12. PHILHEALTH NO.	13-000123931-8	21. E-MAIL ADDRESS (if any)	angelie.genotiva@vsu.edu.ph
13. SSS NO.	N/A		
14. TIN NO.	340-416-420		
15. AGENCY EMPLOYEE NO.	V01026		

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
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GENOTIVA			
FIRST NAME	LEVI	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CAPONGCOL			
25. MOTHER'S MAIDEN NAME	MYRNA G. EDAR			
SURNAME	EDAR			
FIRST NAME	MYRNA			
MIDDLE NAME	GALO			

(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	DULAG SPED CENTER	PRIMARY EDUCATION	01/06/2003	30/03/2009	N/A	2009	SALUTATORIA N
SECONDARY	DULAG NATIONAL HIGHSSCHOOL	HIGH SCHOOL	01/06/2009	30/03/2013	N/A	2013	VALEDICTORIA N
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF THE PHILIPPINES VISAYAS TACLOBAN COLLEGE	BA SOCIAL SCIENCES (POLITICAL SCIENCE)	06/01/2013	06/27/2017	N/A	2017	CUM LAUDE
GRADUATE STUDIES	UNIVERSITY OF SAN JOSE RECOLETOS	MA POLITICAL SCIENCE	10/01/2017	10/30/2019	MASTER'S DEGREE	2019	N/A

(Continue on separate sheet if necessary)

SIGNATURE

DATE

DATE

December 10, 2020

IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	<i>[Signature]</i>	DATE	December 10, 2020
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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		
	NORTHEASTERN LEYTE BILIRAN CONFERENCE CHRISTIAN YOUTH FELLOWSHIP	20/04/2014	20/04/2016	N/A	ORGANIZER

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Location	
5. Duration	
6. Cost	
7. Sponsor	
8. Attendees	
9. Objectives	
10. Results	
11. Comments	

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			

(Continue on separate sheet if necessary)

(Continue on separate sheet if necessary)

December 10, 2020

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)?
35. a. Have you ever been found guilty of any administrative offense?
b. Have you been criminally charged before any court?
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?
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?
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?
39. Have you acquired the status of an immigrant or permanent resident of another 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?

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
LADYLYN LIM MANGADA	TACLOBAN CITY	N/A
DONABEL S. TUMANDAO	TACLOBAN CITY	9288791802
BETHLEHEM A. PONCE	VISCA, BAYBAY CITY LEYTE	9552194236

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.



ANGELIE E. GENOTIVA

PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: PASSPORT
ID/License/Passport No.: P3257975A
Date/Place of Issuance: 06/05/2017, TACLOBAN CITY

Signature (Sign inside the box)
Date Accomplished
December 10, 2020



SUBSCRIBED AND SWORN to before me this 23 FEB 2021, affiant exhibiting his/her validly issued government ID as indicated above.

Atty. Rysan C. Guinocor
Person Administering Oath

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, 2017– present
- Position: Instructor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Jett C. Quebec
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Attended various seminars and trainings conducted inside and outside the university
 - Rendered expertise in different activities of the university
 - Conducted relevant research and extension for the university
- Summary of Actual Duties
 - Responsible for teaching Senior High School and College students in the field of Social Sciences.
 - Responsible for computing the grades of the students
 - In charge for classroom management

- Duration: May 2017-June 2017
- Position: Research Assistant
- Name of Office/Unit: Department of Political Science, University of the Philippines
- Immediate Supervisor: Prof. Ladylyn Lim Mangada
- Name of Agency/Organization and Location: University of the Philippines Diliman, Quezon City
- List of Accomplishments and Contributions (if any)
 - Collection of research data in six Yolanda-affected barangays in the Municipality of Palo, Leyte.
- Summary of Actual Duties
 - Responsible for the collection of research data from randomly-selected participants in the research.



ANGELIE E. GENOTIVA

(Signature over Printed Name
of Employee/Applicant)

Date: December 10, 2020