

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	MAMOLO		
FIRST NAME	LEO	NAME EXTENSION (JR., SR.)	
MIDDLE NAME	ALDAMIA		
3. DATE OF BIRTH (mm/dd/yyyy)	8/7/1992	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	HILUSIG, MAHAPLAG, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	☒ Male ☐ Female		
6. CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	24. MISSION Street MONTINOLA Barangay ILOILO Province
7. HEIGHT (m)	1.78	ZIP CODE	House/Block/Lot No.
8. WEIGHT (kg)	62		Subdivision/Village
9. BLOOD TYPE	B+		JARO
10. GSIS ID NO.	CRN-021-1323-239-74		City/Municipality
11. PAG-IBIG ID NO.	N/A	18. PERMANENT ADDRESS	MAHAPLAG LEYTE Province
12. PHILHEALTH NO.	13-050149726-7	ZIP CODE	6512
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	437-525-525	20. MOBILE NO.	09352448653
15. AGENCY EMPLOYEE NO.	V00803	21. E-MAIL ADDRESS (if any)	leomamolo@gmail.com

II. FAMILY BACKGROUND

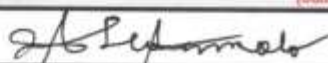
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR.)	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	MAMOLO			
FIRST NAME	CELSO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	NERI			
25. MOTHER'S MAIDEN NAME	ALDAMA			
SURNAME	MAMOLO			
FIRST NAME	SATURNINA			
MIDDLE NAME	REMOLLENO			

(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	HILUSIG ELEMENTARY SCHOOL	PRIMARY EDUCATION	1999	2005		2005	FIRST HONORABLE MENTION
SECONDARY	MAHAPLAG NATIONAL HIGH SCHOOL	HIGH SCHOOL	2005	2009		2009	SECOND HONORABLE MENTION
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SECONDARY EDUCATION	2009	2013		2013	CUM LAUDE
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	MASTER IN EDUCATION	2013	2015		2015	N/A
GRADUATE STUDIES	WEST VISAYAS STATE UNIVERSITY	PHD IN SCIENCE EDUCATION MAJOR IN MATHEMATICS	2016		51 UNITS		DOST

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/19/18
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[illegible]

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

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[illegible]

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	06/19/18

SIGNATURE

DATE _____

06/19/18

NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS		POSITION / NATURE OF WORK	
NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS		POSITION / NATURE OF WORK	
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) NUMBER OF HOURS TYPE OF LEO SUPERVISORY (TECHNICAL) CONDUCTED/SPONSORED BY (Write in full)							
4th National Research Conference in Science and Mathematics Education 02/27/2018 02/28/2018 16 Department of Science and Technology (DOST)							
2017 NOSTE International Convention 09/22/2017 09/24/2017 24 National Organization of Science Teachers and Educators, Inc. (NOSTE)							
2017 MTAP-TL Convention 07/26/2017 07/28/2017 24 Mathematics Teachers Association in the Philippines-Tertiary Level							
Research capability Enhancement in Science and technology mathematics Education 3/3/2017 3/5/2017 16 West Visayas State University							
2016- MTAP-TL International Convention 7/27/2016 7/29/2016 16 Mathematics Teachers Association in the Philippines-Tertiary Level							
Geometry for Teachers: A Regional Training-Workshop on Theory, Technology, Applications, Problem Solving, Competitions and Assessment 08/28/2015 08/30/2015 24 Leyte Normal University							
Dynamic Classroom: Communication, Connection, Comprehension 8/19/2015 20-Aug-15 16 Visayas State University							
Capacity Building of Grade 10 Teachers on the implementation of the K-12 Basic Education Program 05/25/2015 05/30/2015 48 Eastern Visayas State University							
Seminar-Workshop on the implementation of Outcomes-Based Education(OBE) 05/04/2015 05/05/2015 16 Visayas State University							
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National Science and Technology Fair 2014-2015 02/09/2015 02/13/2015 40 Department of Education							
2014 Regional Festival of Talents CUM YES-O Camp Science Fair 12/20/2014 12/22/2014 24 Department of Education							
15TH Annual Regional Convention Seminar-Workshop of the Philippine Organization of Science and Technology(POSTE) Region 8. 11/14/2014 11/18/2014 24 Philippine Organization of Science and Technology Region 8							
Regional Division-based Training in Coaching and Officiating Selected Sports 09/28/2014 09/28/2014 24 Department of Education							
Division-Based Regional K to 12 Mass Training for Grade 9 Teachers in Mathematics 05/12/2014 05/16/2014 40 Southern Leyte state University							
Seminar on the Senior High School Program 10/11/2013 10/11/2013 8 Visayas State University							
Regional Science and Technology Fair 2013-2014 10/03/2013 10/05/2013 24 Department of Education							
Regional Division-based Training in Coaching and Officiating 08/29/2013 08/31/2013 24 Department of Education							
14TH Annual Regional Convention Seminar-Workshop with the Theme: Discovering New Ideas for a Sustainable Environment in a Dynamic World Through Science and 08/23/2013 08/25/2013 24 Philippine Organization of Science and Technology Region 8							
Orientation Seminar of Newly Hired Faculty Members 06/13/2013 06/14/2013 16 Visayas State University							

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) <table border="1" style="width:100%; border-collapse: collapse;"><thead><tr><th style="width:35%;">NAME</th><th style="width:35%;">ADDRESS</th><th style="width:30%;">TEL. NO.</th></tr></thead><tbody><tr><td>ROSARIO P. ABELA, Ph.D.</td><td>VSU, VISCA, BAYBAY CITY LEYTE</td><td>9183641159</td></tr><tr><td>ENGR. LUCIA P. NORRIS</td><td>VSU, VISCA, BAYBAY CITY LEYTE</td><td>9126944037</td></tr><tr><td>ROLANDO H. ARPILLEDA, Ph.D.</td><td>VSU, VISCA, BAYBAY CITY LEYTE</td><td>9282546154</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	ROSARIO P. ABELA, Ph.D.	VSU, VISCA, BAYBAY CITY LEYTE	9183641159	ENGR. LUCIA P. NORRIS	VSU, VISCA, BAYBAY CITY LEYTE	9126944037	ROLANDO H. ARPILLEDA, Ph.D.	VSU, VISCA, BAYBAY CITY LEYTE	9282546154
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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.													
<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>TAX IDENTIFICATION NUMBER (TIN)</td></tr><tr><td>ID/License/Passport No.:</td><td>437-525-525</td></tr><tr><td>Date/Place of Issuance:</td><td>06/21/2013</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:	TAX IDENTIFICATION NUMBER (TIN)	ID/License/Passport No.:	437-525-525	Date/Place of Issuance:	06/21/2013	<table border="1" style="width:100%; border-collapse: collapse;"><tr><td style="text-align: center;"> Signature (Sign inside the box)</td></tr><tr><td style="text-align: center;">06/19/18 Date Accomplished</td></tr></table>  Right Thumbmark	 Signature (Sign inside the box)	06/19/18 Date Accomplished
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 Signature (Sign inside the box)													
06/19/18 Date Accomplished													
SUBSCRIBED AND SWORN to before me this <u>JUL 24 2018</u>, affiant exhibiting his/her validly issued government ID as indicated above.  ATTY. RYSAN C. GUINOCOR VSU LEGAL COUNSEL Person Administering Oath													



WORK EXPERIENCE SHEET

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

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 starting with the most recent/present employment

Sample: If applying to Supervising Administrative Officer

- Duration: February 11, 2011 – present
 - Position: Human Resource Management Officer III
 - Name of Office/Unit: Finance and Administrative Service
 - Immediate Supervisor: Maria Estrada
 - Name of Agency/Organization and Location: Department of Human Resources, Metro Manila
 - List of Accomplishments and Contributions (if any)
 - Developed recruitment plan
 - Designed training program for retirees under EO 366
 - Summary of Actual Duties
 - Responsible for the management of the recruitment and selection process and the coordination of training activities of the Department; provides assistance in the management of the Division's programs and activities and performs other related functions.
-
- Duration: January 2, 2002 – February 10, 2011
 - Position: Administrative Officer III
 - Name of Office/Unit: Finance and Administrative Division
 - Immediate Supervisor: Celia Romano
 - Name of Agency/Organization and Location: Department of Finance
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible for performing administrative and technical tasks e.g., pre-screening of applicants, preparation of monthly report on accession and separation, report of appointments issued, preparation of minutes of meetings of various HR committees and monitoring of trainings conducted; responds to queries and performs other related functions.

A. S. Sepancho
VED A. MATMOLA
 (Signature over Printed Name
 of Employee/Applicant)

Date: JUNE 19, 2018