

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	BALOTOL		
FIRST NAME	RUBEN	NAME EXTENSION (JR., SR) JR	
MIDDLE NAME	OBRAR		
3. DATE OF BIRTH (mm/dd/yyyy)	09/21/1984	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	CATBALOGAN, SAMAR	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Duplex 1-B Jackfruit Drive House/Block/Lot No. Street Subdivision/Village VISCA BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.67 METERS	ZIP CODE	6521-A
8. WEIGHT (kg)	73 KGS	18. PERMANENT ADDRESS	Zone 3 House/Block/Lot No. Street Subdivision/Village Brgy. Campetic Palo Barangay City/Municipality Leyte 6500 Province
9. BLOOD TYPE	O+	19. TELEPHONE NO.	N/A
10. GSIS ID NO.	On Process	20. MOBILE NO.	09153646119
11. PAG-IBIG ID NO.	913155081116	21. E-MAIL ADDRESS (if any)	rbalotol@gmail.com
12. PHILHEALTH NO.	13-025424711-2		
13. SSS NO.	06-25386073		
14. TIN NO.	236345767		
15. AGENCY EMPLOYEE NO.	N/A		

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	BALOTOL			
FIRST NAME	RUBEN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ROMPAL			
25. MOTHER'S MAIDEN NAME	OBRAR			
SURNAME	BALOTOL			
FIRST NAME	MARIA			
MIDDLE NAME	HISO			

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	RIZAL CENTRAL SCHOOL	N/A	1991	1997	N/A	1997	N/A
SECONDARY	ST. MARY'S ACADEMY	N/A	1997	2001	N/A	2012	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF SAN CARLOS	Bachelor of Arts in Philosophy	2002	2006	N/A	2006	N/A
GRADUATE STUDIES	UNIVERSITY OF SAN JOSE-RECOLETOS	Master of Arts in Philosophy	2018	present	CAR	N/A	N/A

SIGNATURE	DATE
	1.13. 2020

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
	NONE					

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(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)

(Continue on)

1.13.2020

[illegible]

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

[illegible]

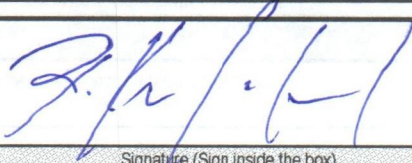
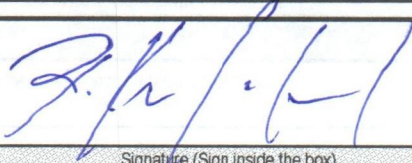
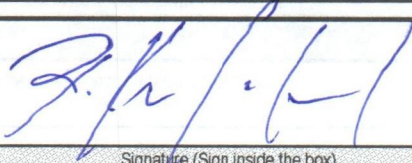
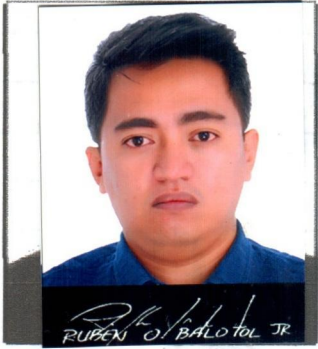
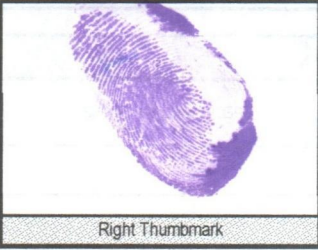
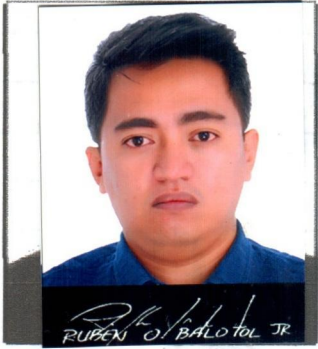
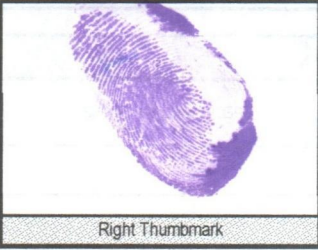
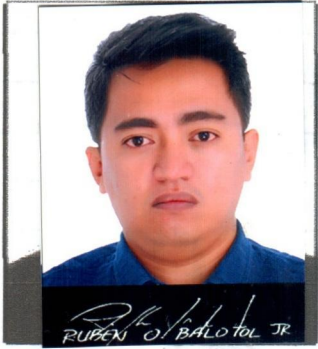
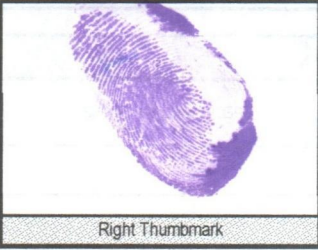



(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
NONE	N/A	Social Ethics Society of Mindanao

(Continue on separate sheet if necessary)

(Continue on separate sheet if necessary)

1.13.2020

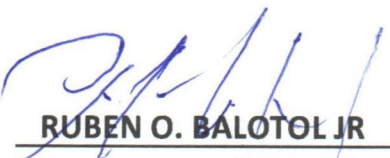
34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>Dean Ruffel Flandez</td><td>BAYBAY CITY</td><td>9087896619</td></tr><tr><td>Jett Quebec</td><td>TACLOBAN CITY</td><td>9082713403</td></tr><tr><td> </td><td> </td><td> </td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dean Ruffel Flandez	BAYBAY CITY	9087896619	Jett Quebec	TACLOBAN CITY	9082713403			
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Jett Quebec	TACLOBAN CITY	9082713403											
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><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td><td>PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: PHILHEALTH</td><td> </td></tr><tr><td>ID/License/Passport No.: 12-050675057-7</td><td> </td></tr><tr><td>Date/Place of Issuance: VSU, Visca, Baybay City, Leyte</td><td> </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: PHILHEALTH		ID/License/Passport No.: 12-050675057-7		Date/Place of Issuance: VSU, Visca, Baybay City, Leyte		<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>January 13, 2020</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	January 13, 2020	Date Accomplished
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SUBSCRIBED AND SWORN to before me this <u>20 JAN 2020</u> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td></td></tr><tr><td>ATTY. RYSAN C. GUINOCOR</td></tr><tr><td>Person Administering Oath</td></tr></table>			ATTY. RYSAN C. GUINOCOR	Person Administering Oath									
													
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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: June 15, 2014 – March 30, 2017
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Annie Gravoso
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Taught Philosophy and Social Science subjects
 - Designed and revised a number of course syllabi and instructional materials
- Summary of Actual Duties
 - Responsible for teaching Philosophy and Social Sciences subjects, submitting grades and accomplishing other necessary requirements.

- Duration: August 10, 2018 – December 31, 2019
- Position: Instructor 1
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Taught Philosophy and Social Science Subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
 - Responsible for teaching Ethics and Social Sciences (Understanding the Self and Rizal) subjects
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


RUBEN O. BALOTOL JR
(Signature over Printed Name
of Employee/Applicant)
Date: 01/13/2020