

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 () ☐ 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	PONCE		
FIRST NAME	ROGELIO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ENDRINA		
3. DATE OF BIRTH (mm/dd/yyyy)	August 21, 1959	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Labangon Cebu City	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	823 House/Block/Lot No. Street Sitio Biasong Marcos Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	163 - meter	ZIP CODE	6521
8. WEIGHT (kg)	63 - kgs.	18. PERMANENT ADDRESS	823 House/Block/Lot No. Street Sitio Biasong Marcos Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
9. BLOOD TYPE	"O"	ZIP CODE	6521
10. GSIS ID NO.	BP No. 2001715428	19. TELEPHONE NO.	None
11. PAG-IBIG ID NO.	1211-7589-9471	20. MOBILE NO.	09173687516 - Globe
12. PHILHEALTH NO.	13-200414363-2	21. E-MAIL ADDRESS (if any)	rogelio.ponce@vsu.edu.ph.
13. SSS NO.	06-0578486-0		
14. TIN NO.	116-626-453		
15. AGENCY EMPLOYEE NO.	AEM0050		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Francisca MAZO	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Francisca	Jerson Ponce	09-13-83
MIDDLE NAME	Ababat (deacasa)	Mechelle Ponce	11-14-84
OCCUPATION	N/A	Maria Cleofe Ponce	5-24-86
EMPLOYER/BUSINESS NAME	N/A	Bryan Ponce	02-04-87
BUSINESS ADDRESS	N/A	Jaypee Ponce	04-24-90
TELEPHONE NO.	N/A	Franchelle Khnissa Ponce	05-30-2006
24. FATHER'S SURNAME	PONCE		
FIRST NAME	Diosdado	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Villanueva		
25. MOTHER'S MAIDEN NAME	ENDRINA		
SURNAME	Buenaventurada		
FIRST NAME	Jabel		
MIDDLE NAME		(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	Guadalupe Elementary School - Cebu City	Primary Education	1966	1972		1972	3rd Honor
SECONDARY	Cebu Central College Cebu City	Secondary Education	1973	1977		1977	
VOCATIONAL / TRADE COURSE	Abellana National High School - Cebu City	Trade School Practical Electricity	1978	1978	6-months training	1978	
COLLEGE	N/A						
GRADUATE STUDIES	N/A						

SIGNATURE		DATE	January 10 2023
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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
TESDA OCCUPATIONAL QUALIFICATION SYSTEM	Competent	May 19 2010	CNVS Calubian Leyte	100803024803	2015
Building Wiring Installation					
NCT II					

(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.

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format *00-07/ INCREMENT)	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
7-16-84	9-30-84	Laborer	VISCA Nat.	16.45/day		Casual	YES
7-16-87	10-15-87	Carpenter/Welder	Visca Nat	22.90/day		Casual	YES
10-16-87	12-31-87	Carpenter	Visca Nat.	32.85/day		Casual	YES
1-8-88	12-31-88	Carpenter / Welder	Visca Nat.	32.85/day		Casual	YES
1-1-89	12-31-92	Welder I	VISCA Nat.	102.27/day		Casual	YES
1-1-93	12-31-93	Laborer	VISCA Nat.	90.90/day		Casual	YES
3-1-94	12-31-94	Machinist I	Visayas State College				
2-8-2002	6-30-08		of Agriculture	102.27/day		Casual	YES
2-8-07	6-30-08	Welder I	VSU - Nat.	326.09/day		Casual	YES
11-2-15	2-28-19	Labor General Foreman	VSU - Nat.	740.09/day		Casual	YES
3-1-19	2-28-22	Administrative Aid V	VSU - Nat	190.304/annum		Temp. Regular	YES
3-1-22	Present	Administrative Aid V	Visayas State University Nat.	192.384/annum		Temp Regular	YES
4-19-80	10-15-82	Electrician	Romago Electric Co.				
			Mandaluyong, Manila	18.00/day		Contractual	NO
6-1-96	6-1-2000	Maintenance Electrician	CHING - CHOU				
		Machine Operator	TEXTILE-TAIWAN	18,000/month NT		Contractual	NO
			R. O. C.				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 10 2023
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[illegible]

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

[illegible]

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Electrician		LSU - Administrative
Plumbing		Personnel Association
Welding		
Carpentry		
Masonry		

SIGNATURE		DATE	January 10 2023
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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)

NAME	ADDRESS	TEL. NO.
Dr. Roberto C. Guarte PhD.	Visca Baybay City Leyte	0999172334
Dr. Oscar B. Posas PhD.	Brgy. Marcos Baybay City Leyte	09168528234
Dr. Jannet C Bencure	Dean VSU - College of Engineering Loc. 1084	565-0600

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.



PHOTO

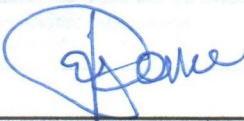
Rogelio E. PONCE


Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: Driver's License

ID/License/Passport No.: H1219003775

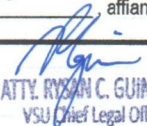
Date/Place of Issuance: Baybay City Leyte


Signature (Sign inside the box)
January 10 2023
Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 19 JAN 2023 affiant exhibiting his/her validly issued government ID as indicated above.


ATTY. RYZAN C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

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