

## 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	DUMAGUING		
FIRST NAME	NANCY		N/A
MIDDLE NAME	VILLACARTA		
3. DATE OF BIRTH (mm/dd/yyyy)	10/4/1963	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	PORO, CEBU	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Apt. 72 Kilbourne Drive
7. HEIGHT (m)	1.56	6521-A	Visca Pangasugan
8. WEIGHT (kg)	59kg		Baybay Leyte
9. BLOOD TYPE	"O"		
10. GSIS ID NO.	63100402060	18. PERMANENT ADDRESS	Barangay Mailhi
11. PAG-IBIG ID NO.	0801-04801609	6521-A	Baybay Leyte
12. PHILHEALTH NO.	130000150321		
13. SSS NO.	N/A	19. TELEPHONE NO.	(053) 563-8911
14. TIN NO.	104-770-883	20. MOBILE NO.	0926-8014558
15. AGENCY EMPLOYEE NO.	V000185	21. E-MAIL ADDRESS (if any)	nvdumaguing@vsu.edu.ph

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	DUMAGUING		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NELSON	NAME EXTENSION (JR., SR)	NONE	
MIDDLE NAME	ASIS			
OCCUPATION	MANAGEMENT AND AUDIT ANALYST			
EMPLOYER/BUSINESS NAME	LOCAL GOVERNMENT UNIT			
BUSINESS ADDRESS	BAYBAY CITY, LEYTE			
TELEPHONE NO.	335-4892			
24. FATHER'S SURNAME	VILLACARTA			
FIRST NAME	RAMON	SR.		
MIDDLE NAME	ASOY			
25. MOTHER'S MAIDEN NAME				
SURNAME	TRONGCOSO			
FIRST NAME	FELIPA			
MIDDLE NAME	CAJES			

(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)	YEAR GRADUATED	SCHOLAR-SHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	HIGULOAN COMMUNITY SCHOOL	GRADUATED	6/1/1970	3/1/1976	N/A	1976	SALUTATORIAN
SECONDARY	BAYBAY HIGH SCHOOL	GRADUATED	6/1/1976	3/1/1980	N/A	1980	
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BACHELOR OF SCIENCE IN HOME ECONOMICS	6/1/1982	4/1/1986	N/A	1986	
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BAÑOS	MASTER OF PROFESSIONAL STUDIES IN FOOD AND NUTRITION PLANNING	4/1/1992	12/1/1993	N/A	1993	RTP-FNP Netherlands-BIDANI
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BAÑOS	DOCTOR OF PHILOSOPHY IN HUMAN NUTRITION	11/1/2008	4/1/2012	N/A	2012	VSU Fellowship

PCHRD-DOST

SIGNATURE

DATE

11/15/2019

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IV. CIVIL SERVICE ELIGIBILITY					
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
CAREER SERVICE PROFESSIONAL	80.5	12/3/1991	TACLOBAN CITY	N/A	N/A

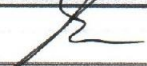
(Continue on separate sheet if necessary)

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/JOBI PAY GRADE (if applicable) & STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/N)
From	To						
1/1/2018	PRESENT	ASSOCIATE PROFESSOR II	VISAYAS STATE UNIVERSITY	51,155.00	20	PERMANENT	YES
1/1/2017	12/31/2017	ASSOCIATE PROFESSOR II	VISAYAS STATE UNIVERSITY	43,250.00	20	PERMANENT	YES
1/1/2017		ASSOCIATE PROFESSOR I	VISAYAS STATE UNIVERSITY	39,151.00	19	PERMANENT	YES
1/1/2016	12/31/2016	ASSOCIATE PROFESSOR I	VISAYAS STATE UNIVERSITY	36,409.00	19	PERMANENT	YES
1/1/2015	12/31/2015	ASSOCIATE PROFESSOR I	VISAYAS STATE UNIVERSITY	33,859.00	19	PERMANENT	YES
10/1/2012	12/31/2014	ASSISTANT PROFESSOR III	VISAYAS STATE UNIVERSITY	29,348.00	17-2	PERMANENT	YES
6/1/2012	9/30/2012	ASSISTANT PROFESSOR III	VISAYAS STATE UNIVERSITY	29,028.00	17-1	PERMANENT	YES
6/1/2011	5/31/2012	ASSISTANT PROFESSOR III	VISAYAS STATE UNIVERSITY	26,292.00	16-1	PERMANENT	YES
6/24/2010	5/31/2011	ASSISTANT PROFESSOR III	VISAYAS STATE UNIVERSITY	23,555.00	16-1	PERMANENT	YES
10/1/2009	6/23/2010	ASSISTANT PROFESSOR III	VISAYAS STATE UNIVERSITY	20,819.00	16-1	PERMANENT	YES
7/1/2009	9/30/2009	ASSISTANT PROFESSOR II	VISAYAS STATE UNIVERSITY	20,309.00	16-1	PERMANENT	YES
2/1/2009	6/30/2009	ASSISTANT PROFESSOR II	VISAYAS STATE UNIVERSITY	17,059.00	16-1	PERMANENT	YES
7/1/2008	1/31/2009	ASSISTANT PROFESSOR II	VISAYAS STATE UNIVERSITY	17,059.00	16-1	TEMPORARY	YES
7/1/2007	6/30/2008	ASSISTANT PROFESSOR II	VISAYAS STATE UNIVERSITY	15,508.00	16-1	TEMPORARY	YES
12/1/2001	6/30/2007	ASSISTANT PROFESSOR II	VISAYAS STATE UNIVERSITY	14,098.00	16-1	TEMPORARY	YES
7/1/2001	11/30/2001	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	13,300.00	15-1	TEMPORARY	YES
1/1/2000	6/30/2001	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	12,667.00	15-1	TEMPORARY	YES
12/1/1997	12/31/1999	ASSISTANT PROFESSOR I	VISAYAS STATE UNIVERSITY	11,515.00	15-1	TEMPORARY	YES
11/1/1997	11/30/1997	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	9,668.00	12-1	TEMPORARY	YES
1/1/1997	10/31/1997	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	8,118.00	12-1	TEMPORARY	YES
1/1/1996	12/31/1996	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	6,568.00	12-1	TEMPORARY	YES
1/1/1995	12/31/1995	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	5,240.00	12.1	TEMPORARY	YES
1/1/1994	12/31/1994	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	4,240.00		TEMPORARY	YES
11/1/1993	12/31/1993	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	3,540.00		TEMPORARY	YES
7/1/1989	1/15/1993 (4/15/1992- 1/15/1993 studv	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	3,540.00		TEMPORARY	YES
1/16/1989	6/30/1989	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	2,396.00		TEMPORARY	YES
1/1/1988	12/31/1988	RESEARCH AIDE III	VISAYAS STATE UNIVERSITY	1,188.30		CONTRACTUAL	YES
7/1/1987	12/31/1987	RESEARCH AIDE III	VISAYAS STATE UNIVERSITY	1,080.30		CONTRACTUAL	YES
3/1/1987	6/30/1987	RESEARCH AIDE	VISAYAS STATE UNIVERSITY	815.90		CONTRACTUAL	YES
7/1/1986	2/28/1987	RESEARCH AIDE	VISAYAS STATE UNIVERSITY	709.50		CONTRACTUAL	YES
5/16/1986	6/30/1986	RESEARCH AIDE	VISAYAS STATE UNIVERSITY	645.00		CONTRACTUAL	YES

(Continue on separate sheet if necessary)

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## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	LEYTE BIDANI MEANS FOUNDATION, INC. (LBMFI)	9/23/2005	Present	4hours/mo	Member, Board of Director

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

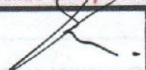
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Training-Workshop on Tourism Promotion	3/10/2019	3/10/2019	9	Technical	International Skills Republic
	Training-Workshop on Events Management	3/11/2019	3/13/2019	24	Technical	International Skills Republic
	Training-Workshop on Travel Services	3/14/2019	3/14/2019	8	Technical	International Skills Republic
	Training on Problem Solving and Decision-Making	11/6/2018	11/09/2018	32	Managerial	Personnel Association of the Philippine
	24th Course on Food Safety	10/22/2018	10/26/2018	40	40	Department of Nutrition, College of Public Health, UP Manila
	Workshop on review and Revision of Existing VSU Organizational Structure	7/30/2018	7/30/2018	7	Technical	Visayas State University Main
	Training on Extension Proposal Writing	7/18/2018	7/20/2018	21	Technical	Visayas State University
	16th National Annual Convention of the AAHRMEI Hotel Centro, Puerto Princesa, Palawan	12/1/2016	12/3/2016	36.0	Managerial/Technical	Association of Administrators in Hospitality, Hotel and Restaurant Management Educational Institution (AAHRMEI)
	Regional Stakeholders Consultation for the Eastern Visayas Regional Tourism Road Map 2017-2022	12/14/2016	12/14/2016	8.0	Technical	Department of Tourism Region 8
	General Sensitivity Training and Anti-Sexual Harassment Orientation for CME Faculty and Staff	4/27/2016	4/27/2016	8.0	Technical	Visayas State University Main Campus
	2016 AAHRMEI General Membership Meeting and Summer Seminar-Workshop	5/2/2016	5/3/2016	16.0	Technical	Association of Administrators in Hospitality, Hotel and Restaurant Management Educational Institution (AAHRMEI)
	15th AAHRMEI National Annual Convention Theme: "Benchmarking with International Standards: An Approach to ASEAN Integration"	12/7/2015	12/8/2015	16.0	Technical	Association of Administrators in Hospitality, Hotel and Restaurant Management Educational Institution (AAHRMEI)
	Apprenticeship-by-Experience (APEX) Program on Board M/V ST. POPE JOHN PAUL II	6/23/2015	7/2/2015	240 hours	Technical	2GO Shipping Lines
	Seminar-Workshop on the Implementation of Outcomes-Based Education (OBE)	5/4/2015	5/5/2015	16.0	Technical	Visayas State University
	Seminar on Innovation and Productivity Towards Organizational Excellence	2/23/2015	2/24/2015	16.0	Supervisory	Agricultural Training Institute- National Training Center, Visayas State University

(Continue on separate sheet if necessary)





## VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ ORGANIZATION (Write in full)
	Baking		Keeper of Service Award		VSU Faculty Association
	Playing Lawn Tennis		Loyalty Award		AAHRMEI

(Continue on separate sheet if necessary)

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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>35. a. Have you ever been found guilty of any administrative offense?</p>     <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">Status of Case/s: _____</p>														
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>														
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>														
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>														
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 40%;">NAME</th><th style="width: 40%;">ADDRESS</th><th style="width: 20%;">TEL. NO.</th></tr></thead><tbody><tr><td>Dr. Aileen Y. Clores</td><td>VSU, Baybay City, Leyte</td><td></td></tr><tr><td>Mr. Randy G. Oemga</td><td>Baybay City, Leyte</td><td></td></tr><tr><td>Ms. Venice B. Ibañez</td><td>Gabas, Baybay City, Leyte</td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dr. Aileen Y. Clores	VSU, Baybay City, Leyte		Mr. Randy G. Oemga	Baybay City, Leyte		Ms. Venice B. Ibañez	Gabas, Baybay City, Leyte			
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Ms. Venice B. Ibañez	Gabas, Baybay City, Leyte														
<p>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.</p>															
<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>63100402060</td></tr><tr><td>ID/License/Passport No.:</td><td>P3453127A</td></tr><tr><td>Date/Place of Issuance:</td><td>June 27, 2017/Tacloban City</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:	63100402060	ID/License/Passport No.:	P3453127A	Date/Place of Issuance:	June 27, 2017/Tacloban City	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="text-align: center; height: 100px;"></td></tr><tr><td style="text-align: center;">Signature (Sign inside the box)</td></tr><tr><td style="text-align: center;">11/15/ 2019</td></tr><tr><td style="text-align: center;">Date Accomplished</td></tr></table> <div style="text-align: right;"> Right Thumbmark</div>		Signature (Sign inside the box)	11/15/ 2019	Date Accomplished
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Signature (Sign inside the box)															
11/15/ 2019															
Date Accomplished															
<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center; margin-top: 20px;"><div style="border: 1px solid black; width: 200px; height: 40px; margin: 0 auto;"></div><p>Person Administering Oath</p></div>															



NANCY V. DUMAGUING