

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 | FLANDEZ | | |
| FIRST NAME | DEAN RUFFEL | | NAME EXTENSION (JR., SR) |
| MIDDLE NAME | REOMA N.A. | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 05/06/1989 | 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 | Hilongos, Leyte | If holder of dual citizenship, please indicate the details. | Philippines ▼ |
| 5. SEX | <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female | | |
| 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: | | |
| 7. HEIGHT (m) | 1.645m | 17. RESIDENTIAL ADDRESS | 874-A A. Mabini St. House/Block/Lot No. Street Zone 2 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province |
| 8. WEIGHT (kg) | 65kg | ZIP CODE | 6521 |
| 9. BLOOD TYPE | Type O | 18. PERMANENT ADDRESS | 874-A A. Mabini St. House/Block/Lot No. Street Zone 2 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province |
| 10. GSIS ID NO. | 200435-1454 | ZIP CODE | 6521 |
| 11. PAG-IBIG ID NO. | 12109382616 | | |
| 12. PHILHEALTH NO. | 13-000112070-1 | | |
| 13. SSS NO. | N.A. | 19. TELEPHONE NO. | 563-7958 |
| 14. TIN NO. | 422-578-791-000 | 20. MOBILE NO. | 09295827189 |
| 15. AGENCY EMPLOYEE NO. | V00783 | 21. E-MAIL ADDRESS (if any) | deanfandez06@gmail.com, deanruffel.fandez@vsu.edu.ph |

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 | | NAME EXTENSION (JR., SR) | N.A. | |
| MIDDLE NAME | | | | |
| OCCUPATION | | | | |
| EMPLOYER/BUSINESS NAME | | | | |
| BUSINESS ADDRESS | | | | |
| TELEPHONE NO. | | | | |
| 24. FATHER'S SURNAME | FLANDEZ | | | |
| FIRST NAME | DOMINGO | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | PIEZA | | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | REOMA | | | |
| FIRST NAME | ROSILA | | | |
| MIDDLE NAME | BADILLA | | | |

(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 | Franciscan College of the Immaculate Conception (FCIC) and Visca Foundation Elementary School (VFES) | | 06/05/1996 | 3/30/2001 | | 2001 | |
| SECONDARY | Leyte State University Laboratory High School | | 06/05/2001 | 03/30/2005 | | 2005 | |
| VOCATIONAL / TRADE COURSE | N.A. | NA | N.A. | N.A. | | N.A. | |
| COLLEGE | Visayas State University | Bachelor of Elementary Education | 06/05/2005 | 04/02/2009 | | 2009 | |
| GRADUATE STUDIES | University of San Carlos/ Leyte Normal University | Master in History/ Doctor of Philosophy in Social Science Research | 11/05/2010 | present | | 2014/ on going | |

(Continue on separate sheet if necessary)

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|-----------|---|------|---------|---|
| SIGNATURE |  | DATE | 9/22/24 | CS FORM 212 (Revised 2017), Page 1 of 4 |
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

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|-----------|---|------|---------|---|
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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 | | |
| NA | | NA | NA | NA | NA |
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(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 | | | |
| | Lecture on Mindanao and Sulu Artifacts in Spanish Museums | 26/01/2003 | 26/01/2003 | 8 hours | Educational | Mindanao State University - Iligan Institute of Technology |
| | ISO 9001: 2015 Awareness/Re-awareness Seminar | 30/08/2022 | 31/08/2022 | 16 hours | Technical | Visayas State University |
| | Local Heritage Promotion and Preservation Webinar in celebration of National Heritage Month 2022 | 30/05/2022 | 30/05/2022 | 8 hours | Educational | Mindanao State University - Iligan Institute of Technology |
| | Globalization: Interdependency of Asia Pacific Nations vis-à-vis South China Sea Political Tension and COVID-19 Management | 10/11/2021 | 10/11/2021 | 4 hours | Educational | Visayas State University |
| | Understanding Corpus Linguistics | 22/09/2021 | 22/09/2021 | 4 hours | Educational | Visayas State University |
| | TURNITIN Instructor's Workflow Training | 31/05/2021 | 31/05/2021 | 8 hours | Technical | Visayas State University |
| | Research Colloquium on the Local History of Limasawa Island | 19/03/2021 | 19/03/2021 | 4 hours | Educational | Southern Leyte State University |
| | Signifying Fr. Ignacio Alcina's Bisayan Islands in the 21st Century Online Heritage Lecture Series of the Quincentenary Celebration | 10/03/2021 | 10/03/2021 | 8 hours | Educational | Department of Tourism Region 8, Quincentenary Celebration Committee - National Historical Commission of the Philippines |
| | 1st Research Colloquium on Hongos Southern Leyte Studies | 18/11/2020 | 18/11/2020 | 4 hours | Educational | Southern Leyte State University |
| | NHCP Local Historical Committees Network: History Month 2020 Online Webinar Lecture | 29/08/2020 | 29/08/2020 | 8 hours | Educational | National Historical Commission of the Philippines |
| | DFA and Project Saysay - Sulat Sinauna: Talakayan Tungkol sa mga Sinaunang Sulat ng Bansa | 22/08/2020 | 22/08/2020 | 8 hours | Educational | Department of Foreign Affairs, and Project Saysay |
| | National Training-Workshop for Teachers of Philippine History: Essential Truths on the Martial Law Period, 1972-86 | 06/03/2020 | 07/03/2020 | 16 hours | Educational | University of San Carlos |
| | SDRC Capacity Building and Training on Qualitative Research | 17/01/2020 | 17/01/2020 | 8 hours | Educational, Technical | De La Salle University |
| | VSU E-Learning Environment Training-Workshop Series | 11/01/2020 | 12/01/2020 | 16 hours | Technical | Visayas State University |
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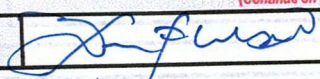
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VIII. OTHER INFORMATION

| 31. | SPECIAL SKILLS and HOBBIES | 32. | NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | 33. | MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) |
|-----|---------------------------------------|-----|--|-----|---|
| | Graphic Design and Desktop Publishing | | NA | | Tau Omega Mu Fraternity and the Ladies Circle |
| | Sketching and Painting | | | | Knights of Columbus Council 7507 |
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(Continue on separate sheet if necessary)

SIGNATURE



DATE

4 / 22 / 24

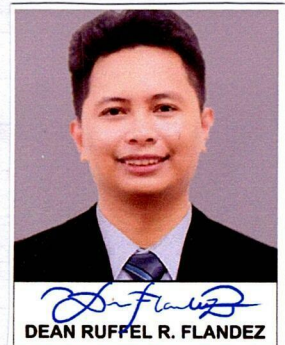
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| | |
|---|--|
| <p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where 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> <hr/> <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> |

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

| NAME | ADDRESS | TEL. NO. |
|----------------------------|--------------------------------|------------|
| Dr. Guiraldo Fernandez Jr. | VSU, Visca, Baybay City, Leyte | 9224009161 |
| Mr. Nestor Pacana | USC, Cebu City | 9273223450 |
| Dr. Jeff Quebec | Tacloban City | 9185459928 |

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.



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

Government Issued ID: VSU ID

ID/License/Passport No.: V00783

Date/Place of Issuance: 2013 - VSU, Baybay City

Signature (Sign inside the box)

4/22/24

Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this **14 MAY 2024**

affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR
VSU Chief Legal Officer
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: January 10, 2022 – present
- Position: Assistant Professor II
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences (up to June 2022)/ Department of Philosophy and Social Sciences (June 2022-present)
- Immediate Supervisor: Dr. Jett C. Quebec, Dr. Maria Vanessa E. Gabunada, aProf. Al Franjon M. Villaroya
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Taught Social Science and Humanities subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Engaged in Research and Extension services (Research: River Systems of Leyte; Extension: Saving Minamanwa Project)
 - Served as a thesis advisee to undergraduate student as an affiliate of ITEEM
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
 - Reviewed Instructional Materials as a member of the DIMRC
 - Created and moderated VSUEE platforms for ScSc12, CAED 113, serves as moderator of VSUEE ScSc16.
- Summary of Actual Duties
 - Responsible for teaching Social Sciences and Humanities subjects, submitting grades and accomplishing other necessary requirements.
 - Responsible for the design, layout and creation of the Saving Minamanwa Comics as a component leader of the project.
 - Responsible for the conduct of the Social Science component of the River Systems Research along with the other components from the different departments of the College of Arts and Sciences

- Duration: January 10, 2020 – January 10, 2022
- Position: Assistant Professor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: 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 Social Science and Humanities 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 Social Sciences and Humanities subjects, submitting grades and accomplishing other necessary requirements.

- Duration: May 15, 2013 – December 30, 2019
- Position: Instructor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Guiraldo C. Fernandez Jr., Dr. Annie P. Gravoso
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science and Humanities 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 Social Sciences (Philippine History and Rizal) and Humanities 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.

- Duration: June 15, 2010 – March 30, 2013
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Justiniano L. Seroy
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science and Humanities subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Summary of Actual Duties
 - Responsible for teaching Social Sciences and Humanities subjects, submitting grades and accomplishing other necessary requirements.



DEAN RUFFEL R. FLANDEZ

(Signature over Printed Name
of Employee/Applicant)

Date: 04/22/2024