

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	GONZAGA		
FIRST NAME	SHEERWINA MAE		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	ALABAT		
3. DATE OF BIRTH (mm/dd/yyyy)	5/1/1991	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> By birth <input type="checkbox"/> By naturalization Pls. indicate country:
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
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	House/Block/Lot No. Street GUADALUPE Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.46	ZIP CODE	6521
8. WEIGHT (kg)	64.4		
9. BLOOD TYPE	B	18. PERMANENT ADDRESS	House/Block/Lot No. Street GUADALUPE Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	LP 02004720727	ZIP CODE	6521
11. PAG-IBIG ID NO.	1211-2094-5945		
12. PHILHEALTH NO.	13-050162390-4		
13. SSS NO.	06-3227088-4	19. TELEPHONE NO.	(053) 563-1967
14. TIN NO.	456-481-433	20. MOBILE NO.	+639279286398
15. AGENCY EMPLOYEE NO.	V00888	21. E-MAIL ADDRESS (if any)	shemaeofficial@gmail.com

II. FAMILY BACKGROUND

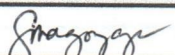
22. SPOUSE'S SURNAME	BALOTITE		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	DIONILO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	ESPINOSA		N/A	N/A
OCCUPATION	SEAFARER		N/A	N/A
EMPLOYER/BUSINESS NAME	ROBLE SHIPPING LINES			
BUSINESS ADDRESS	NORTH RECLAMATION AREA, CEBU CITY			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GONZAGA			
FIRST NAME	BRIGIDO RUDILLO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	WENCESLAO			
25. MOTHER'S MAIDEN NAME	ALABAT			
SURNAME	ALABAT			
FIRST NAME	CELIA			
MIDDLE NAME	CRISTINO			

(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	VISCA FOUNDATION ELEMENTARY SCHOOL	N/A	*1997	*2003	GRADUATED	2003	With Honors
SECONDARY	LEYTE STATE UNIVERSITY LABORATORY HIGH SCHOOL	N/A	*2003	*2007	GRADUATED	2007	none
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ELEMENTARY EDUCATION	*2007	*2011	GRADUATED	2011	College Honors
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF EDUCATION, MAJOR IN ENGLISH, MINOR IN PHYSICAL EDUCATION	*2011	*2014	GRADUATED	*2014	none

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 14, 2019
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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
	LICENSURE EXAMINATION FOR TEACHERS	77.0	9/25/2011	TACLOBAN CITY, LEYTE	1111167	5/1/2018

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)

Smayda

DATE _____

November 14, 2019

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
	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA

(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)

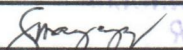
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	ORIENTATION SEMINAR AND RETOOLING OF CE FACULTY	9/4/2017	9/4/2017	8.0	SEMINAR	VISAYAS STATE UNIVERSITY
	PAFTE'S ANNUAL REGIONAL CONVENTION	7/29/2017	7/29/2017	8.0	SEMINAR	PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS
	REVITALIZING TEACHING FOR THE NEXT GENERATION LEARNING IN GRADE 7 AND 8- ENGLISH	3/18/2017	3/18/2017	8.0	FORMAL TRAINING	PHOENIX AND SIBS PUBLISHING HOUSE, INC
	POETRY AND CREATIVE WRITING SEMINAR	2/20/2017	2/20/2017	8.0	FORMAL TRAINING	VISAYAS STATE UNIVERSITY
	HIV IN THE WORKPLACE SEMINAR	12/9/2016	12/9/2016	4.0	SEMINAR	VISAYAS STATE UNIVERSITY
	ALTERNATIVE TEACHING APPROACHES: DO YOU THINK WE ARE READY?	7/28/2016	7/28/2016	4.0	SEMINAR	VISAYAS STATE UNIVERSITY
	REGIONAL ENHANCEMENT TRAINING OF DIVISION MENTORS FOR CAMPUS JOURNALISM	6/7/2016	6/10/2016	32.0	FORMAL TRAINING	DEPARTMENT OF EDUCATION
	2-DAY INTENSIVE TRAINING OF SCHOOL PAPER ADVISERS AND STUDENT JOURNALISTS QUALIFIERS FOR 2015 RSPC	11/5/2015	11/6/2015	16.0	FORMAL TRAINING	DEPARTMENT OF EDUCATION
	3-DAY LIVE-OUT DIVISION TRAINING OF SCHOOL PAPER ADVISERS AND STUDENT JOURNALISTS FOR CAMPUS JOURNALISM	8/27/2015	8/29/2015	24.0	FORMAL TRAINING	DEPARTMENT OF EDUCATION
	LIVE-OUT REGIONAL TRAINING OF DIVISION MENTORS FOR CAMPUS JOURNALISM	7/29/2015	8/1/2015	32.0	FORMAL TRAINING	DEPARTMENT OF EDUCATION
	SEMINAR-WORKHOP ON TEACHING CHILDREN WITH SPECIAL NEEDS	2/6/2015	2/8/2015	24.0	FORMAL TRAINING	BAYBAY CITY SOCIAL WELFARE AND DEVELOPMENT
	KASIBULAN GRASSROOTS COACHING COURSEAND FESTIVAL	11/7/2014	11/9/2014	24.0	FORMAL TRAINING	DEPARTMENT OF EDUCATION
	INTRODUCTION TO DIFFERENTIATED INSTRUCTION AND LESSON PLANNING	7/25/2012	7/25/2012	8.0	FORMAL TRAINING	LIBERTY CHRISTIAN SCHOOL FOUNDATION
	K TO 12 REGIONAL MASS TRAINING PROGRAM GRADE 1-7 2012 RE-ECHO SEMINAR	6/12/2012	6/12/2012	8.0	FORMAL TRAINING	LIBERTY CHRISTIAN SCHOOL FOUNDATION
	PHOTOGRAPHY SEMINAR-WORKSHOP	3/4/2012	3/5/2012	16.0	FORMAL TRAINING	VISAYAS STATE UNIVERSITY, COLLEGE OF EDUCATION

(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)
	COOKING		NA		VSU FACULTY ASSOCIATION
	DANCING		NA		PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS
	SINGING		NA		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 14, 2019
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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

- Duration: July 1, 2015 – present
- Position: Instructor I
- Name of Office/Unit: VSU Integrated High School
- Immediate Supervisor: Shalom Grace C. Sugano, Ph.D.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Developed Course Outlines and Syllabus
 - Provided instructional materials
 - Facilitated students' extra-curricular activities
 - Facilitated school-related programs
- Summary of Actual Duties
 - Responsible for the classroom management and applying teaching methods and strategies for instruction; provides services and assistance to school-related activities and performs other related functions.


SHEERWINA MAE A. GONZAGA
Signature over Printed Name
of Employee/Applicant)

Date: November 14, 2019