Revised 2017 791) 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 1 CS ID No (Do not fill up. For CSC use only Print legibly. Tick appropriate boxes (and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 2 SURNAME CAINGCOY NAME EXTENSION (JR., SR) N/A FIRST NAME KIMBERLY MIDDLE NAME **VANZUELA** DATE OF BIRTH 4/23/1995 16. CITIZENSHIP (mm/dd/yyyy) ✓ Filipino Dual Citizenship ✓ by birth by naturalization BAYBAY CITY, LEYTE 4. PLACE OF BIRTH If holder of dual citizenship, Pls. indicate country: please indicate the details Male 5 SEX ✓ Female ✓ Single ☐ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No. ■ Widowed ☐ Separated GABAS Other/s: Subdivision/Village Barangay BAYBAY CITY, LEYTE 7. HEIGHT (m) 1.47 City/Municipality Province 8. WEIGHT (kg) 60 ZIP CODE 6521 18. PERMANENT ADDRESS 9. BLOOD TYPE A+ Street House/Block/Lot No. MALINAO 10 GSIS ID NO 02005193586 Subdivision/Village Barangay MAHAPLAG LEYTE 11. PAG-IBIG ID NO 121178738132 City/Municipality Province 12. PHILHEALTH NO. 132506600352 ZIP CODE 6512 13. SSS NO. 34-6171397-5 NONE 19 TELEPHONE NO 14, TIN NO. 474-522-430 20. MOBILE NO. 09121917205 15. AGENCY EMPLOYEE NO V-00992 21. E-MAIL ADDRESS (if any) kimberly.caingcoy@vsu.edu.ph FAMILY BACKGROUND 22 SPOUSE'S SURNAME N/A 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME N/A N/A MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME **BUSINESS ADDRESS** TELEPHONE NO 24. FATHER'S SURNAME CAINGCOY NAME EXTENSION (JR., SR) FIRST NAME ALVIN MIDDLE NAME VILLAVER VANZUELA 25. MOTHER'S MAIDEN NAME CAINGCOY SURNAME **FDFLINA** FIRST NAME MIDDLE NAME PANAL (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP/ HIGHEST LEVEL NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE YEAR ACADEMIC LEVEL UNITS EARNED (Write in full) (Write in full) GRADUATED HONORS (if not graduated) RECEIVED From To SECOND **ELEMENTARY MALINAO ELEMENTARY SCHOOL ELEMENTARY EDUCATION** 2007 N/A 2007 2001 HONOR MAHAPLAG NATIONAL HIGH SCHOOL SECONDARY SECONDARY EDUCATION 2007 2011 N/A 2011 N/A SAN ISIDRO LOWER CAMPUS VOCATIONAL / N/A N/A N/A N/A NIA N/A N/A TRADE COURSE **BACHELOR OF SCIENCE IN** COLLEGE **VISAYAS STATE UNIVERSITY** 2011 2015 N/A 2015 N/A COMPUTER SCIENCE GRADUATE STUDIES N/A N/A N/A N/A N/A N/A N/A SIGNATURE

DATE January 1, 2021 CS FORM 212 (Revised 2017), Page 1 of 4

	RVICE ELIG			DATE OF				LICENSE (if a	onlicable)
7. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE RATING (If Applicable)			DATE OF EXAMINATION / CONFERMENT	TION / CONFERMENT		NUMBER	Date o		
N/A N/A		N/A	N/A	/A		N/A	N/A		
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. WORK E	XPERIENCE		(Cor	tinue on separate sheet	if necessary)				
. INCLU	SIVE DATES	nt. Start from your recen	Tellangta				SALARY/ JOB/ PAY GRADE (if		GOV'T
From	To	POSITION TI (Write in full/Do not a		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	SERVICI (Y/ N)
01/16/2017	PRESENT	SCIENCE RESEARCH	ASSISTANT	OFFICE OF THE VICE PRESENT RESEARCH AND EXTENSION - ANNALS OF TROPICAL RESEARCH		P18,784	09-1	CASUAL	YES
07/01/2015	06/30/2016	MUNICIPAL DATABASE TAGGER		DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT- KALAHI		P8500		JOB ORDER	YES
06/08/2015	06/30/2015	ENCODE	R	HUMAN RESOURCE MANAGEMENT OFFICE		P3000		JOB ORDER	YES
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I. VOLUNTARY WORK OR INVOLVEMENT	IN CIVIC / NON-GOVERNMEN	/ PEOPLE / VC	LUNTARY O	RGANIZATION	VS		
	NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy) From To		POSITION / NATURE OF WORK		
N/A		N/A	N/A	N/A	o(A)restar is	N/A	
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70	-						
		Continue on separate	sheet if necessar	1			
II. LEARNING AND DEVELOPMENT (L&D) art from the most recent L&D training program and include	INTERVENTIONS/TRAINING F	PROGRAMS AT	TENDED		rial positions)		
	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)		INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) From To		Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
SE OF VSU GIS MAP SERVER & FIELD DATA COLL DK) TECHNOLOGY USING ANDROID PHONE	ECTION USING OPEN DATA KIT	06/26/2019	06/26/2019	8.0	TECHNICAL	VSU - GIZ, LIDAR	
DRKING TOWARDS PERSONAL EFFECTIVENESS	11/20/2018	11/23/2018	32.0		PERSONNEL OFFICERS ASSOCIATION OF TH PHILIPPINES (POAP)		
OFT SKILLS TRAINING PROGRAM	09/07/2016	09/13/2016	56.0	TECHNICAL	ATOS COMPANY DEPARTMENT OF SOCIAL WELFARE AND		
FANDARD CEAC TRAINING FOR STAGE 2 IMPLEMI	ENTATION AND AND AND AND AND AND AND AND AND AN	04/25/2016	04/29/2016	40.0	TECHNICAL	DEVELOPMENT - KALAHI	
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	company services of	(Continue on separat	sheet if necessa	ry) Tanan ing		mickly self, is oneso, now to semple a se-	
III. OTHER INFORMATION							
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)		
ROUBLESHOOT PC/LAPTOP LIKE LEARNING NEW STUFF THROUGH ITERNET	N/A				COMPUTER SCIENCE STUDENT SOCIETY (C		
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34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be appointed, a. within the third degree?					
	b. within the fourth degree (for Local Government Unit - Cal	reer Employees)?	☐ YES ☑ NO ☐ YES ☑ NO ☐ If YES, give details:			
35.	a. Have you ever been found guilty of any administrative of	fense?	☐ YES ☑ NO If YES, give details:			
and the little	b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed:				
			Status of Case/s:			
36.	Have you ever been convicted of any crime or violation of a any court or tribunal?	☐ YES ☑ NO If YES, give details:				
37.	Have you ever been separated from the service in any of the dropped from the rolls, dismissal, termination, end of term, the public or private sector?	☐ YES ☑ NO If YES, give details:				
38.	a. Have you ever been a candidate in a national or local ele Barangay election)?	☐ YES ☑ NO If YES, give details:				
	b. Have you resigned from the government service during to election to promote/actively campaign for a national or local	☐ YES ☑ NO If YES, give details:				
39.	Have you acquired the status of an immigrant or permanen	☐ YES ☑ NO If YES, give details (country):				
40	Durayant to (a) Indianneys Devolute Act (DA 0274), (b) Ma	O (DA 7077)				
10.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma and (c) Solo Parents Welfare Act of 2000 (RA 8972), please					
a.	Are you a member of any indigenous group?	o answer are following terms.	☐ YES ☑ NO			
b.	Are you a person with disability?	If YES, please specify: YES V NO If YES, please specify ID No:				
C.	Are you a solo parent?	☐ YES ☑ NO If YES, please specify ID No:				
41.	REFERENCES (Person not related by consanguinity or affinity to applicar	nt /appointee)				
	NAME					
	ENGR. MARITO V. CATORCE	ADDRESS CUATRO DE AGOSTO, MAHAPLAG, LEYTE	NONE			
	PROF. WINSTON M. TABADA	VISCA, BAYBAY CITY, LEYTE	NONE			
	DR. VICTOR B. ASIO	VISCA, BAYBAY CITY, LEYTE	NONE			
42.	I declare under oath that I have personally accomplished the statement pursuant to the provisions of pertinent laws, rules the agency head / authorized representative to verification made in this document and its attachmagainst me.	s and regulations of the Republic of the Phil fy/validate the contents stated herein. I	agree that any			
PL	overment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance					
Go	overnment Issued ID: DRIVER'S LICENSE	4000				
ID	/License/Passport No.: H1217000102	0				
Da	ate/Place of Issuance: 1/25/2017 BAYBAY CITY, LEYTE	Right Thumbmark				
	SUBSCRIBED AND SWORN to before me this1 7	FEB 2021 , affiant exhibit	ing his/her validly issued government ID as indicated above.			
		ATTY. RYSAN GUINOCOR VSU Chief Legal Officer Person Administering Oath				
	PERSONAL PROPERTY OF THE PROPE	→ 100 (100 (100 (100 (100 (100 (100 (100				

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 16, 2017 Present
- Position: Science Research Assistant
- Name of Office/Unit: Office of the Vice President for Research & Extension Annals of Tropical Research
- Immediate Supervisor: Dr. Victor B. Asio
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, leyte
 - Summary of Actual Duties
 - Act as Editorial Assistant of the Annals of Tropical Research Journal. Assists the Editorial Board in the production of the ATR Journal (article review, proofreading, editing, presswork). Assists in the maintenance of the ATR website (i.e., updating of journal information, uploading of issues, etc.). Facilitate the day-to-day operations of the ATR office (i.e., local and foreign correspondence, manage journal financial matters and subscriptions).
- Duration: July 1, 2015 June 30, 2016
- Position: Municipal Database Encoder (MDE) & Geo -Tagger
- Name of Office/Unit: DSWD-KALAHI
- Immediate Supervisor: Engr. Marito V. Catorce
- Name of Agency/Organization and Location: Local Government Unit of Mahaplag
 - List of Accomplishments and Contributions (if any)
 - Established Database for the municipal projects
 - Summary of Actual Duties
 - Coordinated the preparation, facilitation and implementation of the projects; took charge of the municipal database and encoding status of all the papers in KALAHI; take charge of the geo-tagging activity of all the barangay under KALAHI-CIDSS project.

Duration: June 1, 2015 – June 30, 2015

· Position: Encoder

Name of Office/Unit: HRMO

• Immediate Supervisor: Editha V. Jumamoy

- Name of Agency/Organization and Location: Local Government Unit of Mahaplag
 - Summary of Actual Duties
 - Facilitating all papers and checking the attendance of the municipal employees; take charge of encoding new forms needed to disseminate to the other departments.

KIMBERLY V. CAINGCOY
(Signature over Printed Name of Employee/Applicant)

Date: UAN. 01, 2021