

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	VESTRA		
FIRST NAME	JEREMIAS		
MIDDLE NAME	SANGRE		
3. DATE OF BIRTH (mm/dd/yyyy)	06/09/1963	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	BAYBAY, LEYTE	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 checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street 1453 Brgy. Gauadalupe Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	161.0cm		
8. WEIGHT (kg)	71.0kg	ZIP CODE	6521
9. BLOOD TYPE	"A"	18. PERMANENT ADDRESS	House/Block/Lot No. Street 1453 Brgy. Gauadalupe Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
10. GSIS ID NO.	63060901912		
11. PAG-IBIG ID NO.	1700-0026-4449		
12. PHILHEALTH NO.	13-000014302-3	ZIP CODE	6521
13. SSS NO.	06-1271773-6	19. TELEPHONE NO.	N/A
14. TIN NO.	116-627-620	20. MOBILE NO.	0923-411-8536/0965-625-0770
15. AGENCY EMPLOYEE NO.	V000691	21. E-MAIL ADDRESS (if any)	isvestra63@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	VESTRA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	SARAH	NAME EXTENSION (JR., SR)	JESA MAY DUAT VESTRA	05/22/1991
MIDDLE NAME	DUAT		JERRY JAY DUAT VESTRA	08/17/1994
OCCUPATION	SELF-EMPLOYED		ANN GAY DUAT VESTRA	06/24/1999
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	VESTRA (DECEASED)			
FIRST NAME	PEDRO			
MIDDLE NAME	GATO			
25. MOTHER'S MAIDEN NAME				
SURNAME	SANGRE (DECEASED)			
FIRST NAME	PONCIANA			
MIDDLE NAME	BONA			

(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	HIMAY-ANGAN, ELEM. SCHOOL	ELEM. EDUCATION	1971	1978	N/A	1978	1st Honor
SECONDARY	HIMAYANGAN BRGY. HIGH SCHOOL	HIGH SCHOOL	1978	1982	N/A	1982	Validictorian
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BS-AGRICULTURE	1982	1986	N/A	1986	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY						

(Continue on separate sheet if necessary)

SIGNATURE	DATE	12/09/2024
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IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
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/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
From	To						
01/01/2024	PRESENT	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	21,211.00	9	CONTRACT'L	YES
01/01/2023	12/31/2023	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	21,211.00	9	CONTRACT'L	YES
01/01/2022	12/31/22	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	19,593.00	9	CONTRACT'L	YES
01/01/2021	12/31/2021	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	19,593.00	9	CONTRACT'L	YES
01/01/2020	12/31/2020	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	18,784.00	9	CONTRACT'L	YES
01/01/2019	12/31/2019	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	17,975.00	9	CONTRACT'L	YES
01/01/2018	12/31/2018	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	17,473.00	9	CONTRACT'L	YES
01/01/2017	12/31/2017	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	16,986.00	9	CONTRACT'L	YES
01/01/2016	12/31/2016	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	16,512.00	9	CONTRACT'L	YES
01/01/2015	12/31/2015	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	16,512.00	9	CONTRACT'L	YES
01/01/2014	12/31/2014	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	14,857.00	9	CONTRACT'L	YES
01/01/2013	12/31/2013	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	14,857.00	9	CONTRACT'L	YES
01/01/2012	12/31/2012	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	14,857.00	9	CONTRACT'L	YES
01/01/2011	12/31/2011	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	14,857.00	9	CONTRACT'L	YES
01/01/2010	12/31/2010	SCIENCE RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	14,857.00	9	CONTRACT'L	YES
01/01/2009	12/31/2009	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2008	12/31/2008	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2007	12/31/2007	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2006	12/31/2006	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2005	12/31/2005	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2003	12/31/2003	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2002	12/31/2002	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2001	12/31/2001	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/2000	12/31/2000	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/1999	12/31/1999	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/1998	12/31/1998	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/1997	12/31/1997	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/1996	12/31/1996	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/1995	12/31/1995	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/01/1994	12/31/1994	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES
01/00/1900	12/31/1993	RESEARCH ASSISTANT	NATIONAL COCONT RESEARCH CENTER- VISAYAS	10,249.80	9	CONTRACT'L	YES

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/09/2024
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	IGLESIA NI CRISTO CHURCH	05/27/2014	05/27/2014	12.0	ORGANIZER
	IGLESIA NI CRISTO CHURCH	04/13/2014	04/13/2014	12.0	ORGANIZER
	IGLESIA NI CRISTO CHURCH	02/15/2014	02/15/2014	12.0	ORGANIZER
	IGLESIA NI CRISTO CHURCH	11/26/2013	11/26/2013	12.0	ORGANIZER
	IGLESIA NI CRISTO CHURCH	11/13/2013	11/13/2013	12.0	ORGANIZER

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

[illegible]

VIII. OTHER DISTINCTIONS		IX. ACHIEVEMENTS	
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
COMPUTER LITERATE	BEST SCIENCE RESEARCH ASSISTANT AWARD	VSU- ADMINISTRATIVE PERSONNEL ASSOCIATION	
GARDENING	LOYALTY AWARD FOR 30 YEARS IN SERVICE	VISAYAS STATE UNIVERSITY	
COOKING			
TABLE TENNIS			
LAWN TENNIS			
VOLLEYBALL			
CARPENTRY			

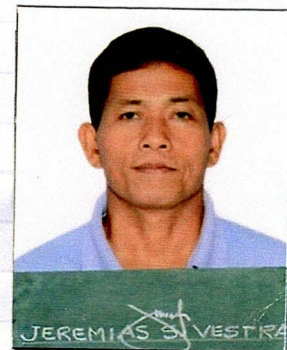
12/09/2024

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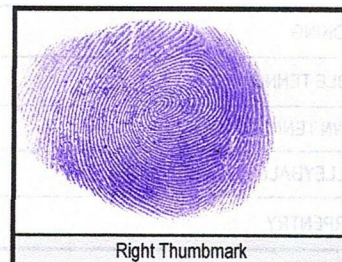
<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,</p> <p>a. within the third degree?</p> <p>b. within 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>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. MARIA JULIET C. CENIZA	VISCA, BAYBAY, LEYTE	0717-309-5016
DR. MARISEL A. LEORNA	VISCA, BAYBAY, LEYTE	0906-607-5898
DR. DARIO P. LINA	VISCA, BAYBAY, LEYTE	0998-243-1991

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



Right Thumbmark

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.:	H03-030833
Date/Place of Issuance:	MAY 27, 2024/BAYBAY CITY

Signature (Sign inside the box)
12/09/2024
Date Accomplished

SUBSCRIBED AND SWORN to before me this 27 DEC 2024, affiant exhibiting his/her validly issued government ID as indicated above.

 ATTY. RYSAW C. GUINOCOR JLSU 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.

Sample: If applying to Supervising Administrative Officer

- Duration:
- Position:
- Name of Office/Unit:
- Immediate Supervisor:
- Name of Agency/Organization and Location:
- List of Accomplishments and Contributions (if any)

- Duration: **May 1993 - present**
- Position: **Science Research Aide**
- Name of Office/Unit: **Production Farming System, National Coconut Research Center-Visayas, VSU**
- Immediate Supervisor: **Dr. Dario Lina**
- Name of Agency/Organization and Location:
 - **NCRC-V, VSU, Baybay City, Leyte**
- Summary of Actual Duties
- **Assist the project/study leaders in the implementation of Research Development, Extension and Production activities of the section**
- **Supervise the laborers in implementing the activities of the section**
- **Gather data, analyze and prepare reports, and prepare financial reports of IGP projects**
- **Manager IGP Projects of the center**
- **Conduct training in coconut seedlings establishments and production**
- **Assist in the implementation of NCRC extension**

JEREMIAS S. VESTRA

(Signature over Printed Name
of Employee/Applicant)

Date: 01-09-2025