

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	ALVAREZ		
FIRST NAME	CORAZON	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	LOVETE		
3. DATE OF BIRTH (mm/dd/yyyy)	07/26/1989	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	STA. MARIA, BULACAN	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street GABAS Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.6 METERS	ZIP CODE	
8. WEIGHT (kg)	58		
9. BLOOD TYPE	B	18. PERMANENT ADDRESS	House/Block/Lot No. Street GABAS Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	02004200506	ZIP CODE	6521
11. PAG-IBIG ID NO.	121093269748		
12. PHILHEALTH NO.	13-000104962-4		
13. SSS NO.	06 3265253 8	19. TELEPHONE NO.	NA
14. TIN NO.	419 969 323	20. MOBILE NO.	09268463483
15. AGENCY EMPLOYEE NO.	V000743	21. E-MAIL ADDRESS (if any)	corazonalvarez26@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	ALVAREZ (DECEASED)			
FIRST NAME	ARNULFO	NAME EXTENSION (JR., SR) SR		
MIDDLE NAME	TURNO			
25. MOTHER'S MAIDEN NAME	LOVETE			
SURNAME	SOFRONIA			
FIRST NAME	MISA			
MIDDLE NAME				

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	BATO CENTRAL SCHOOL	NA	1995	2001	NA	2001	none
SECONDARY	BATO SCHOOL OF FISHERIES	NA	2001	2005	NA	2005	With Honors
VOCATIONAL / TRADE COURSE	NA	NA			NA	NA	NA
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ELEMENTARY EDUCATION	2005	2009	NA	2009	Cum Laude
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF EDUCATION Major in ENGLISH	2009	2017	NA	2017	none
	SILLIMAN UNIVERSITY	Doctor of Philosophy in English Major in Teaching English to Speakers of Other Languages	2017	present	30 units	NA	NA

SIGNATURE		DATE	July 10, 2018
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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
	PD 907 – Honor Graduate	NA	NA	NA	NA	NA
	Licensure Examination for Teachers	83	10/4/2009; 12/17/2010	Tacloban City, Leyte	1048233	7/26/2020

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

Shirley

July 10, 2018

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC, NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

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

(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)

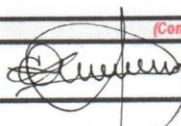
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	2nd International Conference on Philippine and Asian Studies	05/03/2018	05/05/2018	24	Technical	De La Salle Univerity and Visayas State University
	Gender Sensitivity Training for the Faculty and Staff of the Department of Liberal Arts and Behavioral Sciences	17/03/2017	18/03/2017	8	Personality and Professional Development	Visayas State University
	Poetry and Creative Writing Seminar	20/02/2017	21/02/2017	8	Technical	College of Arts and Sciences
	Faculty Training for the Teaching of New General Education (GE) Core Courses: Training of GE Trainers	10/10/2016	28/10/2016	144	Technical	Commission on Higher Education
	Regional Senior High School (SHS) Teachers' Training for SUCs and LUCs, Region 8	11/07/2016	14/07/2016	96	Technical	Commission on Higher Education
	Research and Extension Capability Building Workshop	04/02/2016	05/02/2016	16	Technical	Visayas State University
	LT 212 Seminar on Journalism and Teaching Writing	02/04/2016	02/04/2016	4	Technical	Visayas State University
	Seminar-Workshop on the Implementation of the Outcomes-Based Education (OBE)	04/05/2015	05/05/2015	16	Technical	Visayas State University
	Joint International Conference of the Pan-Asian Consortium of Language Teaching Societies	05/12/2013	07/12/2013	24	Technical	Philippine Association for Language Teaching, Inc.
	Seminar on the Senior High School Program	11/10/2013	11/10/2013	8	Technical	Visayas State University
	VSUCC Basic Cooperative Course Seminar	17/11/2013	17/11/2013	8	Technical	Visayas State University Credit Cooperative
	Seminar-Workshop on Writing Scientific Articles for Peer-Reviewed Journals	18/11/2012	18/11/2012	8	Technical	Visayas State University Graduate Student Council
	National Seminar-Workshop on the Teaching-Testing Connection	14/09/2012	16/09/2012	24	Technical	Center for the Professional Advancement of Educators
	National Seminar-Workshop on Language and Literature Teaching	13/04/2012	15/04/2012	24	Technical	Center for the Professional Advancement of Educators

(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)
	Hosting		NA		Visayas State University Faculty Association
	Dancing				VSU ACRO
	Organizing Events				Speech Communication Organization of the Philippines, Inc.
	Video Editing				
	Arts and Crafts				
	Cross-Stitching				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	July 10, 2018
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41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
Dr. Annie P. Gravoso	Visca, Baybay City, Leyte	NA
Dr. Lijueraj J. Cuadra	Visca, Baybay City, Leyte	NA
Dr. Ruth L. Martinez	Visca, Baybay City, Leyte	NA

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.




CORAZON L. ALVAREZ

PHOTO



Right Thumbmark

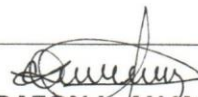

ATTY. RYSAN C. GUINOCOR
 Person Administering Oath

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: February 1, 2012 – present
 - Position: Instructor I
 - Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
 - Immediate Supervisor: Prof. Guiraldo C. Fernandez
 - Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Filipino, Social Science, and English major and minor courses.
 - Organized, facilitated and hosted a number of department/ college/university activities.
 - Actively participated in different department/ college/university activities.
 - Designed and revised a number of course syllabi and instructional materials.
 - Summary of Actual Duties
 - Responsible in teaching English, Filipino and Social Science subjects ensuring a quality service as instructor, adviser, and mentor to the students; perform tasks assigned by the head, dean and other university authorities; submit reports and other papers asked by the department, college, the university, and/or other governing bodies.
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- Duration: June 16, 2011 – January 31, 2012
 - 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
 - List of Accomplishments and Contributions (if any)
 - Taught English, Filipino and Social Science subjects.
 - Organized, facilitated and hosted a number of department/ college/university activities.
 - Actively participated in different department/ college/university activities.
 - Designed and revised a number of course syllabi and instructional materials.
 - Summary of Actual Duties
 - Responsible in teaching English, Filipino and Social Science subjects ensuring a quality service as instructor, adviser, and mentor to the students; perform tasks assigned by the head, dean and other university authorities; submit reports and other papers asked by the department, college, the university, and/or other governing bodies.



CORAZON L. ALVAREZ

(Signature over Printed Name
of Employee/Applicant)

Date: July 10, 2018