

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	GAMOTIN		
FIRST NAME	GRACIELLE DAWN	NAME EXTENSION (JR., SR)	None
MIDDLE NAME	LIONG		
3. DATE OF BIRTH (mm/dd/yyyy)	03/10/1994	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	CEBU CITY, CEBU	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	M.H Del Pilar Street House/Block/Lot No. Street Zone 5 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.52	ZIP CODE	6521
8. WEIGHT (kg)	50		
9. BLOOD TYPE	A	18. PERMANENT ADDRESS	M.H Del Pilar Street House/Block/Lot No. Street Zone 5 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
10. GSIS ID NO.	None	ZIP CODE	6521
11. PAC-BIG ID NO.	None		
12. PHILHEALTH NO.	13-025381247-9	19. TELEPHONE NO.	(053) 563- 7004
13. SSS NO.	None	20. MOBILE NO.	09383232825
14. TIN NO.	473-319-934	21. E-MAIL ADDRESS (if any)	gracielle.gamotin@gmail.com
15. AGENCY EMPLOYEE NO.	None		

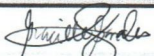
II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	None	23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA
MIDDLE NAME	NA		
OCCUPATION	NA		
EMPLOYER/BUSINESS NAME	NA		
BUSINESS ADDRESS	NA		
TELEPHONE NO.	NA		
24. FATHER'S SURNAME	NA	NAME EXTENSION (JR., SR)	NA
FIRST NAME	NA		
MIDDLE NAME	NA		
25. MOTHER'S MAIDEN NAME	Rosemarie L. Gamotin		
SURNAME	Ramas		
FIRST NAME	Rosemarie		
MIDDLE NAME	Gamotin	(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					2007	None
SECONDARY	VSU Laboratory High School					2011	with Honors
VOCATIONAL / TRADE COURSE	NA						NA
COLLEGE	Visayas State University	Bachelor of Science in Agribusiness Management				2015	Cum Laude
GRADUATE STUDIES	University of the Philippines-Los Baños	Master of Management of Agribusiness Management and Entrepreneurship				2019	CHED K-12 scholar

(Continue on separate sheet if necessary)

SIGNATURE		DATE	February 12, 2020	CS FORM 212 (Revised 2017), Page 1 of 4
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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
	Honor Graduate Eligibility				100108150359	04/22/15
	Licensure Exam For Agriculturists	82.8	01/06/2015	Tacloban City	0021682	03/10/2018

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

(Continue on separate sheet if necessary)

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VI. VOLUNTARY WORK OR INVOLVEMENT IN C... NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIO

[illegible]

(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)

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in 50)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in 50)
Playing badminton	None	Singles-for-Christ (SFC)
Baking		

(Continue on separate sheet if necessary)

SIGNATURE

Franklin D. Roosevelt

DATE	02-12-20
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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,

a. within the third degree? ☐ YES ☒ NO

b. within the fourth degree (for Local Government Unit - Career Employees)? ☐ YES ☒ NO

If YES, give details: _____

35. a. Have you ever been found guilty of any administrative offense? ☐ YES ☒ NO

If YES, give details: _____

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 any law, decree, ordinance or regulation by any court or tribunal? ☐ YES ☒ NO

If YES, give details: _____

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? ☒ YES ☐ NO

If YES, give details: _____

End of contract because the project was finished.

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? ☐ YES ☒ NO

If YES, give details: _____

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? ☐ YES ☒ NO

If YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country? ☐ YES ☒ NO

If YES, give details (country): _____

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:

a. Are you a member of any indigenous group? ☐ YES ☒ NO

If YES, please specify: _____

b. Are you a person with disability? ☐ YES ☒ 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 applicant /appointee)

NAME	ADDRESS	TEL. NO.
Analita A. Salabao	Kilbourne Drive, VSU, Baybay City, Leyte	563- 7385
Angelita A. Paradero	Ilang-Ilang Dorm, VSU, Baybay City, Leyte	9352696760
Nilda Amestoso	Kilbourne Drive, VSU, Baybay City, Leyte	9558639019

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

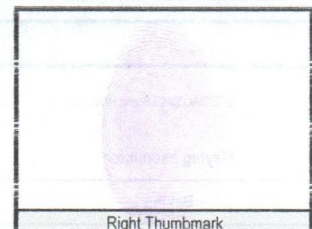
Government Issued ID: **BIR**

ID/License/Passport No.: **473-319-934**

Date/Place of Issuance: **08-18-15**

Signature (Sign inside the box)

Date Accomplished



SUBSCRIBED AND SWORN to before me this **FEB 13 2020**, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA C. GUINOCOR
VSU LEGAL OFFICER
Person Administering Oath

WORK EXPERIENCE SHEET

Position Applied: Instructor I

- Duration: August 2019- Present
- Position: Instructor I
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Nilda T. Amestoso
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte

- Summary of Actual Duties
- Do a commercialization plan for the project
- Help facilitate goat farmer associations' seminars
- Facilitate the MCM commercialization Forum
 - Teach courses assigned
 - Work with students who are studying for a degree or a certificate or certification or are taking classes to improve their knowledge or career skills
 - Develop an instructional plan for the courses taught and ensure that it meets college and department standards
 - Plan lessons and assignments
 - Assess students' progress by grading papers, tests, and other work

Position Applied: Research Assistant

- Duration: January to June 2016
- Position: Research Assistant
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Analita A. Salabao
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Made a commercialization plan for the MCM herbal dewormer
 - Facilitated for farmer association seminars

- Summary of Actual Duties
 - Do a commercialization plan for the project
 - Help facilitate goat farmer associations' seminars
 - Facilitate the MCM commercialization Forum

Position Applied: Research Enumerator

- Duration: October to December 2015
- Position: Research Enumerator
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Elvira E. Ongy
- Name of Agency/ Organization and

- Location: Visayas State University, Baybay City, Leyte
- Summary of Actual Duties
 - Attend project meetings
 - Analyze survey results

Position Applied: **Part-time Instructor**

- Duration: June to December 2015
- Position: Part-time Instructor
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Nilda T. Amestoso
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte
- Summary of Actual Duties
 - Teach courses assigned
 - Work with students who are studying for a degree or a certificate or certification or are taking classes to improve their knowledge or career skills
 - Develop an instructional plan for the courses taught and ensure that it meets college and department standards
 - Plan lessons and assignments
 - Assess students' progress by grading papers, tests, and other work