CS	Form	No.	212
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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) 2. SURNAME BANDALAN NAME EXTENSION (JR., SR) N/A FIRST NAME MARVIN MIDDLE NAME BAYNO 3. DATE OF BIRTH 09/15/1991 16. CITIZENSHIP ☑ Filipino (mm/dd/yyyy) Dual Citizenship by birth ✓ by naturalization 4 PLACE OF BIRTH BAYBAY CITY, LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details ✓ Male ☐ Female ☐ Single ✓ Married 17. RESIDENTIAL ADDRESS N/A N/A 6 CIVIL STATUS ☐ Widowed House/Block/Lot No ☐ Separated N/A SAN ISIDRO Other/s: Barangay Subdivision/Village BAYBAY LEYTE 7. HEIGHT (m) 1.58 City/Municipality Province 57.15 8. WEIGHT (kg) ZIP CODE 6521-A 18. PERMANENT ADDRESS NVA NA 9. BLOOD TYPE 0 House/Block/Lot No. Street 10. GSIS ID NO. N/A SAN ISIDRO 2004171176 (BP) Subdivision/Village Barangay BAYBAY LEYTE 11 PAG-IBIG ID NO 1210-6477-1161 City/Municipality Province 12. PHILHEALTH NO. 13-000104968-3 7IP CODE 6521-A 13. SSS NO. 06-3309895-5 19. TELEPHONE NO. NIA 14 TIN NO 429-108-264-000 20. MOBILE NO. 0936-392-3419 15. AGENCY EMPLOYEE NO. V-00941 21. E-MAIL ADDRESS (if any) marvin.bandalan@vsu.edu.ph FAMILY BACKGROUN 22. SPOUSE'S SURNAME BANDALAN 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) AILEEN FIRST NAME **NEEL AIMAR R. BANDALAN** 03/16/2015 MIDDLE NAME ROLUNA OCCUPATION **APPRAISER** EMPLOYER/BUSINESS NAME PALAWAN PAWNSHOP COGON, ORMOC CITY, LEYTE BUSINESS ADDRESS TELEPHONE NO. FATHER'S SURNAME BANDALAN AME EXTENSION (JR., SR) FIRST NAME LITO (DECEASED) MIDDLE NAME PEREZ MOTHER'S MAIDEN NAME SURNAME BAYNO BIENVENIDA (DECEASED) FIRST NAME MARTORILLAS MIDDLE NAME (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP HIGHEST LEVEL NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE YEAR **ACADEMIC** LEVEL UNITS EARNED (Write in full) GRADUATED (if not grad RECEIVED From To ELEMENTARY SAN ISIDRO ELEMENTARY SCHOOL RIMARY EDUCATION 1997 2003 NA 2003 Valedictorian LEYTE STATE UNIVERSITY LABORATORY HIGH SECONDARY HIGH SCHOOL 2003 2007 N/A 2007 N/A SCHOOL (LSU-LHS) VOCATIONAL / N/A N/A N/A N/A N/A N/A N/A TRADE COURSE COLLEGE **VISAYAS STATE UNIVERSITY BS IN FOOD TECHNOLOGY** 2007 2011 NA 2011 NA VISAYAS STATE UNIVERSITY **GRADUATE STUDIES** MASTER OF MANAGEMENT N/A 2011 2016 27 NIA SIGNATURE DATE 1/17/2025 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 (If Applicable)		EXAMINATION / PLACE OF EXAMINAT CONFERMENT		TION / CONFERMENT		NUMBER	Date o		
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	vate employme LUSIVE DATES	nt. Start from your recer	nt work) Description	n of duties should b	ne indicated in the attach	ed Work Ex	SALARY/ JOB/ PAY)	10/15
	mm/dd/yyyy)	POSITION T (Write in full/Do not		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	GRADE (if applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	GOV SERVIO
8/16/2022	Present	ADMINISTRATIV	/E AIDE IV	Institute of	Human Kinetics	16209.00	4-1	Permanent	Y
2/01/2016	08/15/2022	ADMINISTRATIV	AMC .	Director for Reso	niversity - Office of the ource Generation & IGP	13,677.00	03-2	Permanent	Y
0/01/2013	11/30/2016	ADMINISTRATIVE AIDE		Visayas State University - Office for Auxiliary Services & IGP		7,040.00	N/A 20041711	JOB ORDER	Urale.
6/10/2013	9/30/2013	ADMINISTRAT	IVE AIDE		Jniversity - Office for Services & IGP	5,280.00	N/A	JOB ORDER	N
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SIGN	NATURE	AL.	AND RESIDENT AND	DATE	1/17/2025	e ligani series de establica	CS FORM	212 (Revised 2017), P	age 2 of

29. NAME & ADDRESS OF (Write in			/E DATES d/yyyy)	NUMBER OF HOURS		POSITION / NATURE OF WORK	
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I. LEARNING AND DEVELOPMENT (L&I		THE RESERVE OF THE PERSON NAMED IN					
art from the most recent L&D/training program and inc	lude only the relevant L&D/training taken fo			ief/Executive/Mana			
TITLE OF LEARNING AND DEVELOPMENT IN (Write in		INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)	
(thine iii	iunj	From	To		Technical/etc)	(Wille III luli)	
blic Financial Managemenet Workshop		09/18/2024	09/20/2024	24.0	Managerial	DBM Regional Office VIII	
O 9001:2015 Awareness/Re-awareness Seminar		9/9/2024	9/9/2024	8.0	Technical	Visayas State University	
A 9184 and Its Revised Implementing Rules and	Regulations	2/7/2024	4/7/2024	24.0	Technical	DBM - RO VIII/ Regio Eight Association of Local Budget Officers (REALBO) Inc.	
A 9184 and Its Revised Implementing Rules and	Regulations	3/5/2021	7/5/2021	40.0	Technical	VISAYAS STATE UNIVERSITY/GPPB	
now Your Money and Counterfeit Detection		02/26/2021	02/26/2021	6.0	Technical	BANKERS INSTITUTE OF THE PHILIPPINES INC.	
O 9001:2015 Awareness/Re-awareness Webinar		11/27/2020	11/27/2020	8.0	Technical	VISAYAS STATE UNIVERSITY	
perational Planning Workshop and Reframing of	the Strategic Plan	5/10/2020	7/10/2020	24.0	Technical	VISAYAS STATE UNIVERSITY	
orkshop on the Assessment of Accomplishmen	t and Target Settings of the Strategic	09/30/2020	09/30/2020	8.0	Technical	VISAYAS STATE UNIVERSITY	
hilGEPS Training		07/17/2019	07/18/2019	16.0	Technical	PHILGEPS	
Fire Brigafe under RA 9514 or Fire Code of the Philippines of 2008		5/11/2018	9/11/2018	40.0	Technical	BFP	
Basic Supervisory Training		11/23/2012	11/24/2012	16.0	Supervisory	ALFA ALL FOOD ASIA, INC.	
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III. OTHER INFORMATION							
31. SPECIAL SKILLS and HOBBIES	32. NO	ON-ACADEMIC DISTI		GNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION	
	(Write in Tuil) PHII IPPINF ASSOCIATI						
COMPUTER LITERATE	N/A					TECHNOLOGIST- KAPPA STUDENT CHAPTER KNIGHTS OF COLUMBUS VSUCC	
BASKETBALL							
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				The second	1/27/2025	CS FORM 212 (Revised 2017), Page 3 of	

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 apppointed,						
	a. within the third degree?	☐ YES ☑ N	0				
	b. within the fourth degree (for Local Government Unit - Care	er Employees)?	YES NO				
		If YES, give details:					
35.	a. Have you ever been found guilty of any administrative offe	YES V	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:				
			Status	of Case/s:			
36.	Have you ever been convicted of any crime or violation of an	y law, decree, ordinance or regulation by	☐ YES ☑ NO				
	any court or tribunal?		If YES, give details:				
27	Have you ever been separated from the service in any of the	following modes: resignation		7 uo			
31.	retirement, dropped from the rolls, dismissal, termination, end		☐ YES ☑ If YES, give details:] NO			
	(abolition) in the public or private sector?	a of tomi, imionoa somaasto, priassa sat	1 120, give detaile.				
20	a. Have you ever been a candidate in a national or local elec-	tion held within the last year (except					
30.	Barangay election)?	aon noi a mann are reet year (ereep	☐ YES ☑ NO If YES, give details:				
	b. Have you resigned from the government service during the		YES NO				
	election to promote/actively campaign for a national or local	candidate?	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):				
			1 2 2 2				
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	ina Carta for Disabled Persons (RA					
	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),						
a.	Are you a member of any indigenous group?		DVEC DINO				
	7110 you a mombor or any margonous group?		☐ YES ☑ NO If YES, please specify:				
b.	Are you a person with disability?		☐ YES ☑ NO				
	The second secon		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 /						
	TELECTION OF THE PROPERTY OF T	appointee)					
	NAME	ADDRESS	TEL. NO.				
	ENGR. NESTOR M. ISRAEL	HIBUNAWAN, BAYBAY CITY, LEYTE	O9361134045	(a)			
	ALICIA M. FLORES	GUADALUPE, BAYBAY CITY, LEYTE	09176341430				
	JESSAMINE C. ECLEO	PANGASUGAN, BAYBAY CITY, LEYTE	09985550106				
42.	I declare under oath that I have personally accomplished thi		prrect and complete				
	statement pursuant to the provisions of pertinent laws, re			OLI			
	authorize the agency head / authorized representative to	verify/validate the contents stated hereir	n. I agree that any	MARVIN B. BANDALAN			
	misrepresentation made in this document and its attachm	ents shall cause the filing of administra	tive/criminal case/s	PHOTO			
	against me.						
F	Samuel Land ID			411000			
	Covernment Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance						
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	overnment Issued ID: DRIVER'S LICENSE	(4)					
	O/License/Passport No.: H12-17-001820	x)	CHINI MININ				
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		Person Administering Oath	weeks with a second of the second				

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: August 16, 2022 present
- Position: Administrative Aide IV
- Name of Office/Unit: Institute of Human Kinetics
- Immediate Supervisor: Andrew A. Mazo
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible for the request and acquisition, repair and maintenance and inventory of all sports supplies and equipment including request for waste of unserviceable supplies and equipment of the Institute; Issuance of sports supplies/equipment to faculty, staff and students for instruction and university sporting events.
- Duration: December 1, 2016 August 15, 2022
- Position: Administrative Aide III
- · Name of Office/Unit: Office for Auxiliary Services and Income Generating Projects Office
- Immediate Supervisor: Prof. Argina M. Pomida
- · Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - · Summary of Actual Duties
 - Responsible for the maintenance of sanitation of VSU Market and Other Rented Facilities, preparation and dissemination of Statement of Account, the preparation of all office pertinent documents, collection and remittances of IGP projects attached to the office, preparation and submission of IGP Monthly Financial Reports, issuance of order of payment for IGPs, Initial auditing, recording and filing of submitted RF and STF Monthly Financial Reports, facilitates its approval and transmittal to Commission on Audit; Provides assistance, inventory and conduct of annual review for all IGPs.
- Duration: October 01, 2013 November 30, 2016
- Position: Sanitation Office/Clerk
- Name of Office/Unit: Office for Auxiliary Services and Income Generating Projects Office
- Immediate Supervisor: Dr. Eutiquio E. Sudaria
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Responsible for the maintenance of sanitation of VSU Market and Other Rented Facilities, the preparation of all office pertinent documents, collection and remittances of IGP projects attached to the office, issuance of order of payment for IGPs, Initial auditing, recording and filing of submitted RF and STF Monthly Financial Reports, facilitates its approval and transmittal to Commission on Audit; Provides assistance, inventory and conduct of annual review for all IGPs.
- Duration: July 1, 2011 September 30, 2012
- Position: Laborer
- Name of Office/Unit: Office for Auxiliary Services and Income Generating Projects Office
- Immediate Supervisor: Dr. Sulpecio C. Bantugan
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible for the collection and remittances of VSU Market and Other Rented Facilities Project, preparation and dissemination of Statement of Account, preparation of all office pertinent documents, Issuance of Ambulant Vendors Permit; Provides assistance, inventory and conduct of annual review for all IGPs.

MARVIN B. BANDALAN
(Signature over Printed Name of Employee/Applicant)

Date:

11725