

## 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	DIAO	
FIRST NAME	JOHN MARTIN	NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	ALEA	
3. DATE OF BIRTH (mm/dd/yyyy)	12/14/1996	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: Philippines
4. PLACE OF BIRTH	PALO, 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 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 PUROK 1 STA. CRUZ Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
7. HEIGHT (m)	1.78 m	
8. WEIGHT (kg)	56 kg	
9. BLOOD TYPE	A	18. PERMANENT ADDRESS 425 M.L. QUEZON House/Block/Lot No. Street ZONE - 18 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
10. GSIS ID NO.	NONE	
11. PAG-IBIG ID NO.	121236700817	
12. PHILHEALTH NO.	12-025708124-4	
13. SSS NO.	NA	19. TELEPHONE NO. NA
14. TIN NO.	719-949-415	20. MOBILE NO. 0928-375-2310
15. AGENCY EMPLOYEE NO.	V01119	21. E-MAIL ADDRESS (if any) johnmartin.diao@vsu.edu.ph

## II. FAMILY BACKGROUND

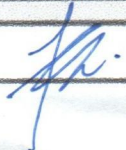
22. SPOUSE'S SURNAME	NA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	NA			
FIRST NAME	NA	NAME EXTENSION (JR., SR)		
MIDDLE NAME	NA			
25. MOTHER'S MAIDEN NAME	ELENA A. DIAO			
SURNAME	DIAO			
FIRST NAME	ELENA			
MIDDLE NAME	ALEA			

(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	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	BASIC EDUCATION	2004	2009	NA	2009	NA
SECONDARY	LICEO DEL VERBO DIVINO	BASIC EDUCATION	2009	2013	NA	2013	NA
VOCATIONAL / TRADE COURSE	NA	NA			NA	NA	NA
COLLEGE	UNIVERSITY OF SAN CARLOS	BACHELOR OF PHILOSOPHY	2014	2018	NA	2018	CUM LAUDE
GRADUATE STUDIES	UNIVERSITY OF SAN JOSE-RECOLETOS	MASTER OF ARTS IN PHILOSOPHY	2018	present	36 UNITS	NA	NA

(Continue on separate sheet if necessary)

SIGNATURE		DATE	July 10, 2023
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[illegible]

## V. WORK EXPERIENCE

[illegible]

July 10, 2023




[illegible]

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

[illegible]

## VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
ENCODING	NA	University of San Carlos - SOPHIA
RESEARCH (QUALITATIVE)		PHILOSOPHICAL ASSOCIATION OF THE VISAYAS AND MINDANAO
READING		Societas Ethica Philosophica
WRITING		

		(Continue on separate sheet if necessary)	
SIGNATURE		DATE	July 10, 2023



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?

b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES

☒ NO

☐ YES

☒ NO

If YES, give details:

35.

a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

☐ YES

☒ NO

If YES, give details:

☐ 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

38.

a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?

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:

☐ 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?

b. Are you a person with disability?

c. Are you a solo parent?

☐ YES

☒ NO

If YES, please specify:

☐ YES

☒ NO

If YES, please specify ID No:

☐ YES


☒ NO

If YES, please specify ID No:


41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
GLENN PAJARES, PHD	ORMOC CITY	63( 53) 565-0600
GUIRALDO C. FERNANDEZ, JR., PHD	BAYBAY CITY	63( 53) 565-0600
IANVIE NOREAN A. MIAGA	BAYBAY CITY	63(53) 565-0600

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.



JOHN MARTIN A. DIAO




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.: H1218001610

Date/Place of Issuance: BAYBAY CITY / DECEMBER 07, 2022




Signature (Sign inside the box)

07/10/23

Date Accomplished

SUBSCRIBED AND SWORN to before me this 18 SEP 2023, affiant exhibiting his/her validly issued government ID as indicated above.



ATTY. RYSAN C. GUINOCOR

Person Administering Oath

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## 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 10, 2019 – Present
- Position: Instructor I
- Name of Office/Unit: Dept. of Liberal Arts and Behavioral Sciences (DLABS)
- Immediate Supervisor: Dr. Maria Vanessa E. Gabunada
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
  
- List of Accomplishments and Contributions (if any)
  
- Summary of Actual Duties
  - Teach assigned Philosophy and Social Sciences courses and perform other teaching related functions, among others the following:
    - Prepare and submit teaching material/syllabi to the department head.
    - Conduct examinations (Mid/Final/Long Exams/ Quizzes)
    - Check and return test papers one (1) week after the exam.
    - Submit grade sheets and turn over class records to the department head two weeks after final examinations.
  - Participate in co-curricular activities.
  - Perform other functions assigned by the department head.
  - Perform assigned task/responsibilities as member in different committees.

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- Duration: August 8, 2018 – December 2018
  - Position: Part-Time Instructor
  - Name of Office/Unit: Dept. of Liberal Arts and Behavioral Sciences
  - Immediate Supervisor: Dr. Guiraldo C. Fernandez, Jr.
  - Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
  
  - List of Accomplishments and Contributions (if any)
  
  - Summary of Actual Duties
    - Teach assigned Philosophy and Social Sciences courses and perform other teaching related functions, among others the following:
      - Prepare and submit teaching material/syllabi to the department head.
      - Conduct examinations (Mid/Final/Long Exams/ Quizzes)
      - Check and return test papers one (1) week after the exam.
      - Submit grade sheets and turn over class records to the department head two weeks after final examinations.
    - Participate in co-curricular activities.
    - Perform other functions assigned by the department head.
    - Perform assigned task/responsibilities as member in different committees.

  
John Martin A. Diao

(Signature over Printed Name)