

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	MANADONG		
FIRST NAME	MAUREN JOY	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	FALLER		
3. DATE OF BIRTH (mm/dd/yyyy)	09/25/1991	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	TALISAY CITY, CEBU	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country: Philippines
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	ZONE 1
7. HEIGHT (m)	1.52		House/Block/Lot No. Street
8. WEIGHT (kg)	50	ZIP CODE	6500
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	B8 L8 MERCYVILLE
10. GSIS ID NO.	N/A		House/Block/Lot No. Street
11. PAG-IBIG ID NO.	121074502524		Subdivision/Village Barangay
12. PHILHEALTH NO.	13-025101846-5	ZIP CODE	6500
13. SSS NO.	06-2918748-5	19. TELEPHONE NO.	(053) 839 - 6550
14. TIN NO.	285-403-657	20. MOBILE NO.	09088815362
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	maurenmanadong@gmail.com

II. FAMILY BACKGROUND

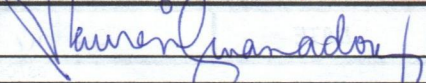
22. SPOUSE'S SURNAME	MANADONG		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GONZALO	NAME EXTENSION (JR., SR) JR.	KATE NAOMI F. MANADONG	8/25/2015
MIDDLE NAME	PARDALES			
OCCUPATION	OFW			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	FALLER			
FIRST NAME	CASTOR	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	QUEBEC			
25. MOTHER'S MAIDEN NAME				
SURNAME	VILLAR			
FIRST NAME	EVA			
MIDDLE NAME	ALICAYA			

(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	TIGBAO-DIIT ELEMENTARY SCHOOL	PRIMARY EDUCATION	2001	2004	GRADUATE	2004	WITH HONORS
SECONDARY	VISAYAS STATE UNIVERSITY - LABORATORY HIGH SCHOOL	SECONDARY EDUCATION	2004	2008	GRADUATE	2008	N/A
VOCATIONAL / TRADE COURSE	TESDA REGIONAL TRAINING CENTER - TACLOBAN	TRAINERS METHODOLOGY LEVEL I	Jul-19	Aug-19	COMPETENT	2019	N/A
COLLEGE	ASIAN DEVELOPMENT FOUNDATION COLLEGE	BS in TOURISM MANAGEMENT	2013	2017	GRADUATE	2017	CUM LAUDE
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS - MAIN CAMPUS	MASTERS IN MANAGEMENT MAJOR IN TOURISM MANAGEMENT	2018	PRESENT	ONGOING	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 6, 2021
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IV. CIVIL SERVICE ELIGIBILITY

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
	LICENSURE EXAMINATION FOR TEACHERS		09/30/2018	SNHS TACLOBAN CITY, LEYTE	1737825	1/1/2019
	HONOR GRADUATE PD No. 907		03/25/2017	CSC	N/A	N/A
	ARMED FORCES OF THE PHILIPPINES SERVICE		Oct-16	LNU TACLOBAN CITY, LEYTE	N/A	Oct-19
	DRIVER'S LICENSE		Dec-16	LAND TRANSPORTATION OFFICE RO8	H02-16-003634	Sep-21

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

(Continue on separate page)

Shreni Gnani

04	06	2021
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A	N/A	N/A	N/A	N/A

(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)

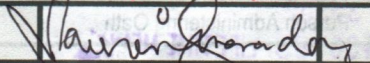
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	A TRAINING ON MODULE AND MOODLE: Monitoring, Overseeing Development (MoOD), and Modifying the University (ModU) Learning Environment	July 13, 2020	July 17, 2020	40		EASTERN VISAYAS STATE UNIVERSITY
	DIGITALJOBSPH TECHNICAL TRAINING - DIGITAL MARKETING & E-COMMERCE COURSE	Oct-2019	Dec-2019	352		DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY
	TRAINERS METHODOLOGY LEVEL I	Jul-19	Aug-19	264		TESDA REGIONAL TRAINING CENTER - TACLOBAN
	FOOD AND BEVERAGE SERVICE NC III	2018	2018	350		ASIAN DEVELOPMENT FOUNDATION COLLEGE
	FOOD AND BEVERAGE SERVICE NC II	2018	2018	356		ASIAN DEVELOPMENT FOUNDATION COLLEGE
	6TH INTERNATIONAL CONFERENCE ON HOSPITALITY AND TOURISM MANAGEMENT 2018	Sep 14, 2018	Sep 15, 2018	16		THE INTERNATIONAL INSTITUTE OF KNOWLEDGE MANAGEMENT
	INTERNATIONAL CONFERENCE ON HOTEL ADMINISTRATION 2018	Sep 14, 2018	Sep 15, 2018	16		THE INTERNATIONAL INSTITUTE OF KNOWLEDGE MANAGEMENT
	INTERNATIONAL CONFERENCE ON HOTEL ADMINISTRATION 2018 WORKSHOP	Sep 14, 2018	Sep 15, 2018	16		THE INTERNATIONAL INSTITUTE OF KNOWLEDGE MANAGEMENT
	EDUCATIONAL TECHNOLOGY EXHIBIT 2018	May 22, 2018	May 24, 2018	24		LEYTE COLLEGES
	STRATEGIC HUMAN RESOURCE MANAGEMENT AND CAREER PLANNING	Feb 16, 2017	Feb 16, 2017	8		ASIAN DEVELOPMENT FOUNDATION COLLEGE
	STRATEGIC RESPONSES IN A CHANGING BUSINESS ENVIRONMENT	Sep 30, 2016	Sep 30, 2016	8		EASTERN VISAYAS STATE UNIVERSITY
	CAREER ORIENTATION SEMINAR IN THE CRUISE LINE INDUSTRY	Sep 3, 2016	Sep 3, 2016	8		MAGSAYSAY CENTER FOR HOSPITALITY AND CULINARY ARTS
	EMPLOYMENT COACHING	Aug 21, 2016	Aug 21, 2016	8		ASIAN DEVELOPMENT FOUNDATION COLLEGE
	PERSONALITY DEVELOPMENT	Aug 20, 2016	Aug 20, 2016	8		ASIAN DEVELOPMENT FOUNDATION COLLEGE
	ZONAL PUBLIC ORIENTATION ON CMO No. 25	Jun 6, 2016	Jun 6, 2016	8		COMMISSION ON HIGHER EDUCATION RO8
	SOFITEL OVERVIEW HOTEL FAMILIARIZATION TOUR	Sep 08, 2015	Sep 08, 2015	8		SOFITEL PHILIPPINE PLAZA MANILA
	PRINCIPLES OF HIGH QUALITY ASSESSMENT	Mar 21, 2015	Mar 21, 2015	8		ASIAN DEVELOPMENT FOUNDATION COLLEGE

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	EXCELLENT WRITTEN AND COMMUNICATION SKILLS	YMCA OUTSTANDING STUDENT AWARDEE		PATA Young Tourism Professional Member
	PROFICIENT IN MICROSOFT OFFICE	CONGRESSWOMAN YEDDA ROMULADEZ ACADEMIC EXCELLENCE AWARDEE		YMCA LEYTE
	WRITE RESEARCH PAPERS AND PRESENTER OF RESEARCH PROPOSAL	MOST OUTSTANDING TRIBE LEADER		GOD'S KINGDOM MISSION CHRISTIAN CHURCH
	DONE STINTS AS AN EMCEE OF SCHOOL EVENTS			
	ATHLETE REPRESENTATIVE SPORT ENTHUSIAST			
	INTEREST IN READING AND TRAVELLING			
	LOVE WATCHING DOCUMENTARY FILMS			

(Continue on separate sheet if necessary)

SIGNATURE		DATE	04/06/2021
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or chief of bureau or office or to the person who has immediate supervision over you in the 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:

FINISHED CONTRACT

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

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.
HON.RACHELLE ERICA CHUA-PINEDA, M.M.	TACLOBAN CITY	9173874457
JANICE LAURICE SUPNET	TACLOBAN CITY	9988446175
JOYCE ABARQUESZ-YAMON	TACLOBAN CITY	9165891833

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: PRC I.D.

ID/License/Passport No.: 1737825

Date/Place of Issuance: TACLOBAN CITY

Signature (Sign inside the box)

04/06/2021

Date Accomplished

MAUREN JOY V FALLER

PHOTO

Right Thumbmark

SUBSCRIBED AND SWORN to before me this APR 07 2021, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. EDWIN Y. CHUA

NOTARY PUBLIC UNTIL DEC.31.20

TR NO. 8079852

Person Administering Oath

PAGE NO. 133

BOOK NO. 27

FILED IN 120

2021

CS FORM 212 (Revised 2017), Page 4 of 4

WORK EXPERIENCE SHEET

- Duration: January 28, 2020 – January 2021
- Position: Part-time Instructor
- Name of Office/Unit: College of Technology
- Immediate Supervisor: Marichu Salud Armada
- Name of Agency/Organization and Location: Eastern Visayas State Univeresity, Tacloban City

- List of Accomplishments and Contributions (if any)

- Develops a module as learning material for students
- Implemented a series of activities based learning programs, which resulted in increased student interest in regular lessons
- Developed and implemented a teaching program that catered to the social, academic, and cognitive development of students

- Summary of Actual Duties

- Develops syllabi that clearly outline the course requirements, rationale, goals, and objectives; and prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course. Identify, prepare and organize course materials and learning resources for course delivery and provide academic assistance in a variety of learning situations.

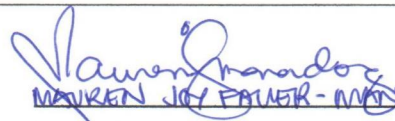
- Duration: January 6, 2017 – June 15, 2019
- Position: Senior High School/ College Instructor
- Name of Office/Unit: Liberal Arts Department
- Immediate Supervisor: Rachelle Erica Pineda
- Name of Agency/Organization and Location: Asian Development Foundation College

- List of Accomplishments and Contributions (if any)

- Faculty advisor to student classes and organization's
- Implemented a series of activities based learning programs, which resulted in increased student interest in regular lessons
- Developed and implemented a teaching program that catered to the social, academic, and cognitive development of students

- Summary of Actual Duties

- Develops syllabi that clearly outline the course requirements, rationale, goals, and objectives; and prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course. Identify, prepare and organize course materials and learning resources for course delivery and provide academic assistance in a variety of learning situations.

 04/04/2021
 MAUREN JOY PAUER-MATADONG

Name

(Signature over Printed
of Employee/Applicant)

Date: _____