CS	Form	No.	212
Dat	ricad 20	117	

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

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes (and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 1 CS ID No. SEÑARA 2. SURNAME NAME EXTENSION (JR., SR) FIRST NAME CIELO FLANDEZ MIDDLE NAME 3. DATE OF BIRTH 4/25/1966 16 CITIZENSHIP ☑ Filipino (mm/dd/yyyy) ☐ Dual Citizenship ☑ by birth ☐ by naturalization 4. PLACE OF BIRTH Mambajao, Camiguin Pls. indicate country: If holder of dual citizenship. please indicate the details. ☑ Male ☐ Female 5 SEX * Philippines ☐ Single ☑ Married 17. RESIDENTIAL ADDRESS 817 A. Mabini St. 6 CIVIL STATUS e/Block/Lot No ☐ Widowed ☐ Separated Brgy. Zone 2 Other/s: Subdivision/Village Barangay Baybay City Levte 7. HEIGHT (m) 166cm City/Municipality Province 8. WEIGHT (kg) 72.80 ZIP CODE 6521 A. Mabini St. 18. PERMANENT ADDRESS 9. BLOOD TYPE House/Block/Lot No Street Brgy. Zone 2 10. GSIS ID NO. 66042501949 Subdivision/Village Barangay Baybay City Leyte 11. PAG-IBIG ID NO. 1210 9232 8085 City/Municipality Province 12 PHILHEALTH NO 13-000014354-6 ZIP CODE 6521 13 SSS NO None 19. TELEPHONE NO. 14. TIN NO 116-626-906 20. MOBILE NO. 09489734261 15. AGENCY EMPLOYEE NO V00647 21. E-MAIL ADDRESS (if anv) cielo sen@yahoo.com FAMILY BACKGROUND 22. SPOUSE'S SURNAME SEÑARA 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/vvvv) IAME EXTENSION (JR., SR) GERALDINE Sweet Urahia May FIRST NAME Jan. 27, 1991 Therese Althea MIDDLE NAME GODOY Apr. 10, 1996 Ken Franchiz OCCUPATION N/A Jun. 5, 2008 EMPLOYER/BUSINESS NAME N/A USINESS ADDRESS N/A TELEPHONE NO. NIA FATHER'S SURNAME SEÑARA FIRST NAME ANTONIO MIDDLE NAME ABOC MOTHER'S MAIDEN NAME SURNAME **FLANDEZ** FIRST NAME TERESITA MIDDLE NAME PIF7A (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE LEVEL YEAR ACADEMIC UNITS EARNED (if not graduated) (Write in full) (Write in full) GRADUATED HONORS To RECEIVED From ELEMENTARY **Baybay North Central School** Graduated 1972 1978 Certificate Diploma Franciscan College of the Immaculate Conception SECONDARY 1978 1982 Diploma Diploma (FCIC) VOCATIONAL / None None None TRADE COURSE Franciscan Collegeof the Immaculate Conception **Bachelor of Science in Commerce** 1982 1986 Diploma Diploma (FCIC) **GRADUATE STUDIES** None None None SIGNATURE DATE

12019

		BOARD/ BAR) UNDER SPECIAL	DATING	DATE OF				LICENSE	(if applicable)
	ES/ CSEE	BARANGAY RIVER'S LICENSE	RATING (If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT			NUMBER	Date of Validity
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WORK EX				ue on separate sheet					
		tart from your recent work)	Description of	duties should be	indicated in the attached	Work Experie	SALARYI	eet	
From	DATES (mm/dd/yyyy)	POSITION TITLE (Write in full/Do not abbi		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	JOB/ PAY GRADE (if applicable) & STEP	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
07/01/2018	Present	Admin. Aide III	200	Visayas	State University	541.54	(Format *00	CASUAL	YES
01/01/2018	06/30/2018	Admin. Aide III	and the second paper of the second page.	Visayas	State University	541.54		CASUAL	YES
07/01/2017	12/31/1017	Admin. Aide III			State University	517.59		CASUAL	YES
01/01/2017	06/30/17	Admin. Aide III			State University	517.59		CASUAL	YES
01/01/2016	12/31/2016	Admin. Aide III		Visayas State University		494.68	7 90 5 9	CASUAL	YES
01/01/2015	12/31/2015	Admin. Aide III		Visayas State University		472.77		CASUAL	YES
07/01/2014	12/31/2014	Admin. Aide III		Visayas State University		472.77		CASUAL	YES
01/01/2014	06/30/2014	Admin. Aide III		Visayas State University		402.42		CASUAL	YES
01/01/2013	12/31/2013	Admin, Aide III		Visayas State University		402.42	no-politico	CASUAL	YES
01/01/2012	12/31/2012	Admin. Aide III	The second second	Visayas	State University	402.42		CASUAL	YES
01/01/2011	12/31/2011	Admin. Aide III		Visayas	State University	367.27	34	CASUAL	YES
07/01/2008	12/31/2010	Admin. Aide III		Visayas State University		332.14		CASUAL	YES
01/01/2007	06/30/2008	Admin. Aide III		Visayas	State University	301.90		CASUAL	YES
01/01/2005	12/31/2006	Admin. Aide III		Leyte State University		274.50		CASUAL	YES
01/01/2002	12/31/2004	Clerk I		Leyte State University		274.50		CASUAL	YES
07/01/2001	12/31/2001	Clerk I		Visayas Staea	College of Agriculture	274.50		CASUAL	YES
01/01/2000	06/30/2001	Clerk I		Visayas State	College of Agricultrue	261.41		CASUAL	YES
01/01/1997	12/31/1999	Clerk I		Visayas State	College of Agricultrue	237.64		CASUAL	YES
01/01/1996	12/31/1996	Clerk I		Visayas State	College of Agricultrue	225.27	entrep.	CASUAL	YES
01/01/1995	12/31/1995	Clerk I		Visayas State College of Agricultrue		179.82		CASUAL	YES
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/II. LEARNING AND DEVELOPMENT (L&D) IN Start from the most recent L&D/training program and include				n Chief/Executi	ve/Managerial nos		
30. TITLE OF LEARNING AND DEVELOPMENT INTERVE	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS ATTENDANCE NUMBER OF		NUMBER OF	Type of LD (Managerial/	CONDUCTED/ SPONSORED BY		
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raining on RA 9184 and its Revised IRR Modules I,II	I,V qaxxe) sa	07/29/2010	1111	8	lendilen e ri	DBM RO VIII, GPPB, VSU	
012 Annual RDE In-House Consultative Review and	Planning Workshop	05/02/2012	05/03/2012	- 16		OPVRE, VSU	
raining on Abaca Production and Postharvest Proce	ssing	03/28/2012	03/29/2012	16	NVIOS JAINTAN	NARC, VSU	
baca Stakeholders' Consultative-Meeting and Plann	ng-Workshop for the Visayas	11/06/2012	1 1	8	In teasourd	NARC, VSU	
013 Abaca RDE In-House Review	SEVER CONTRACTOR	02/11/2013	02/12/2013	16	CIO HINNOT	NARC, VSU	
2014 Abaca RDE In-House Review		06/05/2014	06/06/2014	16		NARC, VSU	
015 Abaca RDE In-House Review	09/17/2015	09/18/2015	16	NEC AND DAIS	NARC, VSU		
lational Abaca Summit	11/04/2015	11/05/2015	16	Valore 2	SLSU, Sogod So. Leyte		
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2016 Abaca RDE In-House Review	BY LI	07/21/2016	07/22/2016	12		NARC, VSU	
2017 Abaca RDE In-House Review	av n i ka ka ka	09/07/2017	09/08/2017	12		NARC, VSU	
Regional Abaca Summit 2018	M 641 11	6/20/2018	6/21/2018	16		RDE Hall, VSU	
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		separate sheet if					
VIII. OTHER INFORMATION				The second of			
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)					MEMBERS 33. IN ASSOCIAT	
	Salara de Cara Colonia de Cara					assput Fat H07 as-020919	
Soundard Troop	77.72010	1				diestonica, April, 26. 2017, Barr	
ADLE TENNIC	Loyalty Awardee (30 yrs. In Govt Service)					SIGMA ALPHA EPSILON	
ABLE TENNIS L	ovr service)						
SIGNATURE	12-	FA nosish	ACRES OF THE OWNER		DATE	1/2/2018	
SIGNATURE	(11)		The State of the Land of the Land	L	MIL	1/7/2019	

34. Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate			Control of the Contro		
Bureau or Department where you will be apppointed,	Contract .		1		
a. within the third degree?	YES NO				
b. within the fourth degree (for Local Government Unit - Care	☐ YES ☑ N If YES, give details:	10			
5. a. Have you ever been found guilty of any administrative offe	anse?				
a. Have you ever been found guilty of any administrative one	☐ 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:				
6. Have you ever been convicted of any crime or violation of an	y law, decree, ordinance or regulation by		Contract of the Contract of th		
any court or tribunal?	☐ YES ☑ NO If YES, give details:				
17. Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, end (abolition) in the public or private sector?	☐ YES ☑ NO If YES, give details:				
8. a. Have you ever been a candidate in a national or local election Barangay election)?	☐ YES ☑ NO If YES, give details:				
b. Have you resigned from the government service during the election to promote/actively campaign for a national or local of	☐ YES ☑ NO If YES, give details:				
9. Have you acquired the status of an immigrant or permanent	☐ YES ☑ NO If YES, give details (country):				
 Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), 			isave flusion for the south strong		
Are you a member of any indigenous group?	91002 0116 1 2100 AQUET	☐ YES [If YES, please specify:	☑ NO		
Are you a person with disability?	STOCKETTO BIRTHER STOCKET	☐ YES ☑ NO If YES, please specify ID No:			
Are you a solo parent?	re you a solo parent?				
1. REFERENCES (Person not related by consanguinity or affinity to applicant /a	ppointee)				
NAME	ADDRESS	TEL. NO.			
Dr. Feliciano G. Sinon	VSU, Baybay City				
Dr. Romel B. Armecin	VSU, Baybay City		land		
Dr. Ruben M. Gapasin	VSU, Baybay City				
I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized represer agree that any misrepresentation made in this docun administrative/criminal case/s against me.	ent laws, rules and regulations of the F ntative to verify/validate the contents state	Republic of the d herein.	РНОТО		
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	The second secon		. See Marian		
Government Issued ID: V00647	CAL				
D/License/Passport No.: H03-98-020679	Signature (Signatuside the bo	x)			
Date/Place of Issuance: April, 25, 2017, Baybay City, Leyte	1/7/2010 Date Accomplished		Right Thumbmark		
SUBSCRIBED AND SWORN to before me this	, affiant exhibitin	g his/her validly issued gover	nment ID as indicated above.		
	Person Administering Oath	and the same and the			



Instructions: 1. Include only the work experiences relevant to the position being applied to.

 Theduration 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.

Sample: If applying to Supervising Administrative Officer

- Duration: January 1, 1989 Present
- · Position: Administrative Aide III
- Name of Office/Unit: National Abaca Research Center
- · Immediate Supervisor: Feliciano G. Sinon
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Prepares Government Standard Forms Trip tickets, RIS, Travel orders, itinerary of travel, certificate of
 travel completed, cash advances, liquidation reports, DTR/CSR, payrolls, application for leave, request
 for overtime, appointments/contracts, purchase request, purchase order, request for quotation, abstract of
 quotation, obligation request/budget utilization request, disbursement voucher, inspection and acceptance
 report, claims/ reimbursements, job order, job request, PDS, accomplishment reports, VAT certificates,
 etc.
 - Prepares/encodes staff (casual & contractual) evaluation documents PES individual targets prepared,
 PMS contracts prepared,
 PES accomplishments
 - Other Services: Messengerial, photocopying/printing services, assists staff in different computer system installation (removal of virus, backing up of data, etc.)
 - In-charge and monitors audio visual equipment of the center and equipments at laboratories
 - Customer Assistance Services

CIELO SEÑARA

(Signature over Printed Name of Employee/Applicant)

Date: