

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	VEGA		
FIRST NAME	CARLOS	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	MACAHILO		
3. DATE OF BIRTH (mm/dd/yyyy)	11/28/1979	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:
4. PLACE OF BIRTH	BACOLOD CITY	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	N/A House/Block/Lot No. N/A Subdivision/Village BAYBAY City/Municipality BAYBAY
7. HEIGHT (m)	1.65	ZIP CODE	6521
8. WEIGHT (kg)	83	18. PERMANENT ADDRESS	N/A House/Block/Lot No. N/A Subdivision/Village BAYBAY City/Municipality BAYBAY
9. BLOOD TYPE	AB+	ZIP CODE	6521
10. GSIS ID NO.	N/A	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	1212-0723-9712	20. MOBILE NO.	+639686368660
12. PHILHEALTH NO.	11-050302447-0	21. E-MAIL ADDRESS (if any)	carlos.vega@vsu.edu.ph
13. SSS NO.	07-1752951-5		
14. TIN NO.	240-239-614		
15. AGENCY EMPLOYEE NO.	VJ002097		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A	MARY CLAIRE KARLENE VEGA	3/16/2005
MIDDLE NAME	N/A		CARLOS ALEXANDER B. VEGA	07/26/2013
OCCUPATION	N/A		CHARLES OLSEN B. VEGA	1/11/2014
EMPLOYER/BUSINESS NAME	N/A		CARLSO Yael B. VEGA	1/10/2022
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	VEGA		N/A	N/A
FIRST NAME	CHARLES	NAME EXTENSION (JR., SR) N/A	N/A	N/A
MIDDLE NAME	ISRAEL		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	MACAHILO		N/A	N/A
FIRST NAME	MYRALUNA		N/A	N/A
MIDDLE NAME	PENDON		(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	HAIAN ELEMENARY SCHOOL	PRIMARY EDUCATION	1986	1992	N/A	1992	N/A
SECONDARY	SILAY INSTITUTE	HIGH SCHOOL	1992	1996	N/A	1996	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	PALOMPON INSTITUTE OF TECHNOLOGY	ASSOCIATE IN MARINE TRANSPORTATION	1996	1999	N/A	1999	N/A
GRADUATE STUDIES	PALOMPON INSTITUTE OF TECHNOLOGY	BACHELOR OF SCIENCE IN MARINE TRANSPORTATION	2001	2002	N/A	2002	N/A

(Continue on separate sheet if necessary)

SIGNATURE

DATE

07/24/2025

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
BARANGAY OFFICIAL	N/A	07/31/2018	BAYBAY CITY, LEYTE	N/A	N/A	
DRIVER'S LICENSE	N/A	N/A	LTO - BAYBAY, BAYBAY CITY, LEYTE	H03-98-030535	11/28/2029	
NC II- DRIVING	N/A	N/A	BAYBAY, BAYBAY CITY, LEYTE	24083702005893	03/23/2029	
N/A	N/A	N/A	N/A	N/A	N/A	
N/A	N/A	N/A	N/A	N/A	N/A	
N/A	N/A	N/A	N/A	N/A	N/A	
N/A	N/A	N/A	N/A	N/A	N/A	

V. WORK EXPERIENCE	
1. Name of Employer	
2. Position Held	
3. Dates of Employment	
4. Description of Duties and Responsibilities	
5. Name of Supervisor	
6. Date of Reference	
7. Contact Information	
8. Comments	

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

[illegible]

SIGNATURE		DATE	07/24/2025
-----------	-------------------------------------------------------------------------------------	------	------------

07/24/2025

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
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	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

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			
	Revised Implementing Rules and Regulations Act of 2016	11/26/2024	11/28/2024	24	Managerial	VSU Convention Center, Visayas State University Main Campus, Baybay City
	Basic Life Support with CPR 2020 Guidelines with AED, Foreign Body Airway Obstruction and Bag Valve Mask Applications, Occupational First Aid Training	3/4/2024	3/6/2024	24	Technical	CCE Building VISAYAS STATE UNIVERSITY
	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY (DRIVING NCII)	3/24/2024	3/24/2024	8	Technical	Brgy. Gabas, Baybay City
	HRIS SOFTWARE ONBOARDING	12/06/23	12/06/23	8	Managerial	VISAYAS STATE UNIVERSITY - MAIN CAMPUS
	UNLOCKING EXCELLENCE: The 5S Revolution for Clerks and Heads at Visayas State University	11/29/2023	11/29/2023	4	Managerial	VISAYAS STATE UNIVERSITY - MAIN CAMPUS
	ISO 9001: 2015 AWARENESS and RE-AWARENESS WEBINAR	8/29/2023	8/29/2023	4	Managerial	VISAYAS STATE UNIVERSITY - MAIN CAMPUS
	In-House Training on the RA No. 9184 and its 2016 Revised Implementing Rules and Regulations	8/22/2023	8/24/2023	24.0	Managerial	VISAYAS STATE UNIVERSITY
	MIKROTIK CERTIFIED NETWORK ASSOCIATE	3/14/2022	3/15/2022	16.0	Managerial	QUEENSLINK TECHNOLOGY, ORMOC CITY/ ENGR. ROY L. PAMITALAN
	MIKROTIK CERTIFIED ROUTING ENGINEER	03/16/2022	3/17/2022	16.0	Managerial	QUEENSLINK TECHNOLOGY, ORMOC CITY/ ENGR. ROY L. PAMITALAN
	MIKROTIK CERTIFIED USER MANAGEMENT ENGINEER	03/18/2022	3/18/2022	8.0	Managerial	QUEENSLINK TECHNOLOGY, ORMOC CITY/ ENGR. ROY L. PAMITALAN
	SOLID WASTE MANAGEMENT TRAINING FOR BARANGAY	09/08/2011	9/9/2011	16.0	Managerial	LGU BAYBAY
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	DRIVING (NCII)		N/A		N/A
	DATA NETWORKING		N/A		N/A
	COMPUTER TECH		N/A		N/A
	CCTV INSTALLATION		N/A		N/A
	NEGOTIATING FIELD SKILLS		N/A		N/A
			N/A		N/A
	N/A		N/A		N/A

(Continue on separate sheet if necessary)

SIGNATURE



DATE

07/24/2025

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

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:

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?

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.

VIVIAN B. VALBARINO

HEAD, SPM, VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE

(053) 565-0600 local: 1082

ALICE M. FLORES

HEAD, BUDGET, VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE

(053) 565-0600 local: 1009

RYSAN C. GUINOCOR

HEAD, ASO, VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE

(053) 565-0600 local: 1153

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: Social Security System

ID/License/Passport No.: 07-1752951-5

Date/Place of Issuance: PASAY CITY

Signature (Sign inside the box)

07/24/2025

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 28 JUL 2025, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. KAREN ABEGAIL S. MONTERON
VSU Director, Legal Affairs and Services

Person Administering Oath

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

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: 2008-2009
- Position: ASSISTANT CHEF COOK
- Name of Office/Unit: BRIGHT MARITIME AGENCY
- Immediate Supervisor:
- Name of Agency/Organization and Location: BRIGHT MARITIME AGENCY, Ortigas, Manila
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Preparing and cleaned raw foods to be cook by Chef
 - Storage controller, Inventory, withdrawing and filling stocks
 - Arrange, prepare and make midnight snacks on buffet for crew on duty


CARLOS M. VEGA

(Signature over Printed Name
of Employee/Applicant)

Date: 07/24/2025

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 2017 – August 2022
- Position: Senior SalesMan
- Name of Office/Unit: MONDE NISSIN (INTEGRA MANAGEMENT DEVELOPMENT CORPORATION)
- Immediate Supervisor: Bernie Aparis
- Name of Agency/Organization and Location: River Valley Distribution, Inc., Ormoc City
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Planning and Organizing Market Strategy
 - Controlling Bad Orders
 - Distribution, Sales and Collection
 - Truck Stock Inventory Management
 - Marketing Program Assistance
 - Merchandising
 - Costumer Trade Relation


CARLOS M. VEGA

(Signature over Printed Name
of Employee/Applicant)

Date: 07/24/2025

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: JAN 2023 - Present
- Position: Clerk
- Name of Office/Unit: Supply and Property Management
- Immediate Supervisor: Vivian V. Balbarino
- Name of Agency/Organization and Location: Visayas State University, Pangasugan, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties
 - Receives waste materials/ unserviceable PPE,s from end users
 - Prepare inventory and inspection report of unserviceable property (RSUP)
 - Updating individual summary
 - Segregate/ group and weighs unserviceable property for upcoming public disposal
 - Submit reports of unserviceable properties to SPM Head and to the Disposal Committee


CARLOS M. VEGA

(Signature over Printed Name
of Employee/Applicant)

Date: 07 / 24 / 2025