

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 (☐ nd 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)	
MIDDLE NAME	ALEA		
3. DATE OF BIRTH (mm/dd/yyyy)	12/14/96	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	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	425 M.L. QUEZON House/Block/Lot No. Street ZONE - 18 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
7. HEIGHT (m)	1.78 m	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
8. WEIGHT (kg)	56 kg	19. TELEPHONE NO.	NONE
9. BLOOD TYPE	A	20. MOBILE NO.	0928-375-2310
10. GSIS ID NO.	2005554665	21. E-MAIL ADDRESS (if any)	johnmartin.diao@vsu.edu.ph
11. PAG-IBIG ID NO.	121236700817		
12. PHILHEALTH NO.	12-025708124-4		
13. SSS NO.	NONE		
14. TIN NO.	719-949-415		
15. AGENCY EMPLOYEE NO.	NONE		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NONE		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NONE	NAME EXTENSION (JR., SR)	NONE	NONE
MIDDLE NAME	NONE			
OCCUPATION	NONE			
EMPLOYER/BUSINESS NAME	NONE			
BUSINESS ADDRESS	NONE			
TELEPHONE NO.	NONE			
24. FATHER'S SURNAME	NONE			
FIRST NAME	NONE	NAME EXTENSION (JR., SR)		
MIDDLE NAME	NONE			
25. MOTHER'S MAIDEN NAME	ELENA A. DIAO			
SURNAME	DIAO			
FIRST NAME	ELENA			
MIDDLE NAME	ALEA			


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	NA	2023	NA

SIGNATURE		DATE	
		July 10, 2024	

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
	HONOR GRADUATE	NONE	JUNE 25, 2019	CSC-R07	NONE	NONE

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

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	July 10, 2024

SIGNATURE

DATE _____

July 10, 2024


[illegible]






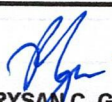
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[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		NONE		University of San Carlos - SOPHIA
	RESEARCH (QUALITATIVE)				PHILOSOPHICAL ASSOCIATION OF THE VISAYAS AND MINDANAO
	READING				Societas Ethica Philosophica
	WRITING				

SIGNATURE		DATE	July 10, 2024
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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: END OF TERM</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>GLENN PAJARES, PHD</td> <td>ORMOC CITY</td> <td>63(53) 565-0600</td> </tr> <tr> <td>GUIRALDO C. FERNANDEZ, JR., PHD</td> <td>BAYBAY CITY</td> <td>63(53) 565-0600</td> </tr> <tr> <td>IANVIE NOREAN A. MIAGA</td> <td>BAYBAY CITY</td> <td>63(53) 565-0600</td> </tr> </tbody> </table>		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
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<p>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.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"> <p>Government issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID</p> <p>Number and Date of Issuance</p> <p>Government Issued DRIVER'S LICENSE</p> <p>ID/License/Passport H1218001610</p> <p>Date/Place of Issuance DECEMBER 07, 2022 Baybay City</p> </td> <td style="width: 40%; text-align: center;">  <p>Signature (Sign inside the box)</p> <p>July 10, 2024</p> <p>Date Accomplished</p> </td> </tr> </table>	<p>Government issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID</p> <p>Number and Date of Issuance</p> <p>Government Issued DRIVER'S LICENSE</p> <p>ID/License/Passport H1218001610</p> <p>Date/Place of Issuance DECEMBER 07, 2022 Baybay City</p>	 <p>Signature (Sign inside the box)</p> <p>July 10, 2024</p> <p>Date Accomplished</p>	<div style="text-align: center;">  <p>JOHN MARTIN A. DIAO</p> </div> <div style="text-align: center;">  <p>Right Thumbmark</p> </div>										
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<p>SUBSCRIBED AND SWORN to before me this 24 JUL 2024, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center; margin-top: 20px;">  <p>ATTY. RYSAN C. GUINOCOR</p> <p>Person Administering Oath</p> </div>													

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: June 2, 2023 – Present
 - Position: Instructor I
 - Name of Office/Unit: Dept. of Philosophy and Social Sciences (DPSS)
 - Immediate Supervisor: Prof. Al Franjon M. Villaroya
 - 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 teacher 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.
-
- Duration: January 10, 2019 – June 2, 2023
 - 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 teacher 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.

- 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 teacher 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
of Employee/Applicant)

Date: July 10, 2024