

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 () () 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 | SORIA | | |
| FIRST NAME | ALVIN | NAME EXTENSION (JR., SR) | |
| MIDDLE NAME | ESTREMOS | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 11/25/1991 | 16. CITIZENSHIP | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: |
| 4. PLACE OF BIRTH | BRGY. MARCOS BAYBAY CITY, 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 | Sunflower House/Block/Lot No. Street Brgy. Marcos Baybay City Leyte Subdivision/Village Barangay Baybay Leyte City/Municipality Province |
| 7. HEIGHT (m) | 1.81 m | ZIP CODE | 6521 |
| 8. WEIGHT (kg) | 84kg | 18. PERMANENT ADDRESS | Sunflower House/Block/Lot No. Street Brgy. Marcos Baybay City Leyte Subdivision/Village Barangay Baybay Leyte City/Municipality Province |
| 9. BLOOD TYPE | O+ | ZIP CODE | 6521 |
| 10. GSIS ID NO. | None | 19. TELEPHONE NO. | None |
| 11. PAG-IBIG ID NO. | 1212-2622-6722 | 20. MOBILE NO. | 09532343179 |
| 12. PHILHEALTH NO. | 13-025493833-4 | 21. E-MAIL ADDRESS (if any) | alvin.soria@vsu.edu.ph |
| 13. SSS NO. | None | | |
| 14. TIN NO. | 717-572-458 | | |
| 15. AGENCY EMPLOYEE NO. | None | | |

II. FAMILY BACKGROUND

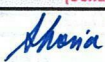
| | | | | |
|--------------------------|----------|--------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | N/A | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | N/A | NAME EXTENSION (JR., SR) | N/A | N/A |
| MIDDLE NAME | N/A | | | |
| OCCUPATION | N/A | | | |
| EMPLOYER/BUSINESS NAME | N/A | | | |
| BUSINESS ADDRESS | N/A | | | |
| TELEPHONE NO. | N/A | | | |
| 24. FATHER'S SURNAME | SORIA | | | |
| FIRST NAME | FLORO | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | RALLOS | | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | ESTREMOS | | | |
| FIRST NAME | ESTELA | | | |
| MIDDLE NAME | ETES | | | |

(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 | SAN AGUSTIN ELEMENTARY SCHOOL | NONE | 1998 | 2004 | N/A | 2004 | NONE |
| SECONDARY | BUNGA NATIONAL HIGH SCHOOL | NONE | 2004 | 2008 | N/A | 2008 | NONE |
| VOCATIONAL / TRADE COURSE | NONE | NONE | NONE | NONE | N/A | NONE | NONE |
| COLLEGE | VISAYAS STATE UNIVERSITY | BACHELOR OF ANIMAL SCIENCE | 2013 | 2017 | N/A | 2017 | NONE |
| GRADUATE STUDIES | NONE | NONE | NONE | NONE | N/A | NONE | NONE |

(Continue on separate sheet if necessary)

| | | | |
|-----------|---|------|---------|
| SIGNATURE |  | DATE | 8/13/24 |
|-----------|---|------|---------|

[illegible]

V. WORK EXPERIENCE

[illegible]

| | | | |
|-----------|--------------|------|---------|
| SIGNATURE | <i>Maria</i> | DATE | 8/15/29 |
|-----------|--------------|------|---------|

[illegible]

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)

[illegible]

VIII. OTHER INFORMATION

| 31. SPECIAL SKILLS and HOBBIES | 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) |
|---|--|---|
| Knowledgeable in Microsoft applications (word processing, spreadsheet and presentation) | N/A | N/A |
| Communication skills | | |
| Knowledgeable in trouble shooting in computer | | |
| Knowledgeable in Carpentry | | |
| | | |
| | | |
| | | |

| | | | |
|-----------|---------------|------|---------|
| SIGNATURE | <i>Athena</i> | DATE | 8/13/24 |
|-----------|---------------|------|---------|

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:

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. |
|---------------------------|-------------------------------|----------|
| Dr. Jannet C. Bencure | CET Visayas State University | 1084 |
| Engr. Eldon P. De Padua | DABE Visayas State University | 1015 |
| Florentino F. Morales Jr. | DGE Visayas State University | 1027 |

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: Driver's License

ID/License/Passport No.: H12-18-00240

Date/Place of Issuance: 11/16/22 LTO Baybay Branch

Signature (Sign inside the box)

8/15/24

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 19 AUG 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR

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: November 2022-Present
- Position: Laboratory Aide
- Name of Office/Unit: Department of Geodetic Engineering
- Immediate Supervisor: Florentino F. Morales Jr.
- Name of Agency/Organization and Location: Visayas State University Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Perform routine laboratory maintenance and troubleshooting of laboratory instruments.
 - Assist students, faculty and staff in borrowing the instruments/equipment in laboratory instrument room.
 - Release and received the borrowed instrument/equipment and also check it before returned.
 - Perform as a Utility messenger in the department to ensure the cleanliness and the routing of the documents.

- Duration: May 2022 – October 2022
- Position: Administrative Aide
- Name of Office/Unit: Department of Geodetic Engineering
- Immediate Supervisor: Florentino F. Morales Jr.
- Name of Agency/Organization and Location: Visayas State University Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Takes charge in the gathering, scanning, uploading of supporting documents, and encoding of data, in preparation for Level 3 Online AACUP Accreditation of Bachelor of Science in

| |
|--|
| <ul style="list-style-type: none">Geodetic Engineering (BSGE) program, and• Perform other tasks assigned by the supervisors. |
| <ul style="list-style-type: none">• Duration: September 2021 – April 2022• Position: Data Encoder• Name of Office/Unit: Department Agricultural and Biosystems Engineering• Immediate Supervisor: Eldon P. De Padua• Name of Agency/Organization and Location: Visayas State University Visca, Baybay City, Leyte• List of Accomplishments and Contributions (if any)• Summary of Actual Duties<ul style="list-style-type: none">• Takes charge in the gathering, scanning, uploading of supporting documents, and encoding of data, in preparation for Level 4 Online AACUP Accreditation of Bachelor of Science in Agricultural Biosystems Engineering (BSABE) program.• Perform other tasks assigned by the supervisors. |
| <ul style="list-style-type: none">• Duration: January 2018 – December 2018• Position: Data Encoder• Name of Office/Unit: Department Agricultural Engineering• Immediate Supervisor: Arthur I. Tambong• Name of Agency/Organization and Location: Visayas State University Visca, Baybay City, Leyte• List of Accomplishments and Contributions (if any)• Summary of Actual Duties<ul style="list-style-type: none">• Takes charge in the gathering, scanning, binding supporting documents, and encoding of data, in preparation for Level 3 Phase II AACUP Accreditation, Washington Accord, and RQAT in Bachelor of Science in Agricultural Engineering (BSAE) program• Perform other tasks assigned by the supervisors. |


ALVIN E. SORIA

(Signature over Printed Name
of Employee/Applicant)

Date: August 10, 2024