

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	ASOY		
FIRST NAME	ANGELICA	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	CASTILLO		
3. DATE OF BIRTH (mm/dd/yyyy)	9/10/1996	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	ORMOC CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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	Camia Cottage House/Block/Lot No. Street Visca Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province 6521
7. HEIGHT (m)	155cm	18. PERMANENT ADDRESS	Sitio. Concon House/Block/Lot No. Street Hibunaon Subdivision/Village Barangay Ormoc City Leyte City/Municipality Province 6541
8. WEIGHT (kg)	48.5 kg	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	N/A	20. MOBILE NO.	09465292272
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	angelica.asoy@vsu.edu.ph
11. PAG-IBIG ID NO.	121205268410		
12. PHILHEALTH NO.	13-250739079-3		
13. SSS NO.	N/A		
14. TIN NO.	705252236		
15. AGENCY EMPLOYEE NO.			

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	NAME EXTENSION (JR., SR)		N/A	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	ASOY			
FIRST NAME	GONZALO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	LUMAAD			
25. MOTHER'S MAIDEN NAME				
SURNAME	CASTILLO			
FIRST NAME	MERCEDITA			
MIDDLE NAME	BOLOY		(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	Hibunaon Elementary School	Primary	6/1/2002	3/30/2009	graduated	2009	SALUTATORIAN
SECONDARY	Dolores National High School	Secondary	6/1/2009	3/30/2013	graduated	2013	SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Chemistry	6/5/2013	6/14/2017	graduated	2017	N/A
GRADUATE STUDIES	N/A						

[illegible]

V. WORK EXPERIENCE

[illegible]

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[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)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
COMPUTER LITERATE		N/A
PLAYING GUITAR		N/A
READING BOOKS		N/A

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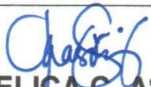
34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
CYNTHIA DOLORES V. GODOY	Visca, Baybay City	9271285805
CANDELARIO L. CALIBO	Visca, Baybay City	N/A
MANUEL L. LACNO	Hibunaon, Ormoc City	N/A
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	Signature (Sign inside the box)	
ID/License/Passport No.: 0005378	11/19/2020	
Date/Place of Issuance: November 25, 2019	Date Accomplished	
		
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
 ATTY. RYSAN Z. GUINOCOR Notary Public Person Administering Oath		

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: July 3, 2017- present
- Position: Laboratory Analyst (Science Research Assistant)
- Name of Office/Unit: Central Analytical Services Laboratory, PhilRootcrops
- Immediate Supervisor: Cynthia Dolores V. Godoy
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY, Visca, Baybay City
- List of Accomplishments and Contributions (if any)
 - Conducted analysis of soil, water, organic and plant tissue samples.
 - Calibrated equipment such as Analytical balances, top loading balances, micropipette and pH meter.
 - Attended the 34th Philippine Chemistry Congress held last May 28-30, 2019 at Waterfront Hotel and Convention Center in Lahug, Cebu City.
- Summary of Actual Duties
 - Responsible for the preparation of samples needed for the analysis, preparation of chemical solutions and keeping the laboratory clean after any analysis.
 - Responsible for keeping important files such as results of analysis.
 - Responsible for the maintenance and calibration of some specific equipment such as Analytical Balances, pH meter and micropipette.



ANGELICA C. ASOY

(Signature over Printed Name
of Employee/Applicant)

Date: 11 /19/2020