CS Form No. 212

SIGNATURE

Revised 2025

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 if accomplished through own handwriting. Tick appropriate boxes 🔲) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 1. SURNAME ANDO NAME EXTENSION (JR., SR) N/A 2. FIRST NAME LINDY JANE MIDDLE NAME LAUREÑO 3. DATE OF BIRTH 13/04/1997 16. CITIZENSHIP ☑ Filipino ☐ Dual Citizenship (dd/mm/yyyy) ☑ by birth ☐ by naturalization ORMOC CITY, LEYTE 4. PLACE OF BIRTH If holder of dual citizenship. Pls. indicate country: please indicate the details 5. SEX AT BIRTH □ Male ☑ Female 17. RESIDENTIAL ADDRESS ✓ Single ☐ Married 6 CIVIL STATUS House/Block/Lot No. ☐ Widowed □ Separated GABAS ☐ Other/s: Subdivision/Village Barangay BAYBAY CITY LEYTE 7. HEIGHT (m) 1.6 m City/Municipality Province 8. WEIGHT (kg) 62 kg ZIP CODE 6521 18. PERMANENT ADDRESS 9. BLOOD TYPE 0+ House/Block/Lot No. Street KALIPAYAN MAS-IN 10. UMID ID NO. 021314699601 Subdivision/Village Barangay ORMOC I FYTE 11 PAG-IBIG ID NO 1212-1511-0259 City/Municipality Province 12. PHILHEALTH NO. 1325-0777-5385 ZIP CODE 6541 06-4059429-3 13. PhilSys Number (PSN): 19 TELEPHONE NO N/A 09354421403 14. TIN NO 343-174-893 20. MOBILE NO. 15. AGENCY EMPLOYEE NO V01109 21. E-MAIL ADDRESS (if any) lindyjane.ando@vsu.edu.ph DATE OF BIRTH (dd/mm/yyyy) 22 SPOUSE'S SURNAME N/A 23. NAME of CHILDREN (Write full name and list all) NAME EXTENSION (JR., SR) N/A N/A N/A FIRST NAME N/A N/A N/A MIDDLE NAME N/A N/A OCCUPATION N/A N/A N/A N/A EMPLOYER/BUSINESS NAME N/A **BUSINESS ADDRESS** N/A N/A N/A N/A N/A TELEPHONE NO N/A 24. FATHER'S SURNAME ANDO N/A NAME EXTENSION (JR., SR) N/A MAXIMO N/A FIRST NAME N/A MIDDLE NAME **INDOLOS** N/A N/A N/A 25 MOTHER'S MAIDEN NAME N/A SURNAME **LAUREÑO** N/A N/A AILEEN N/A FIRST NAME MIDDLE NAME LAMIGO (Continue on separate sheet if necessary) SCHOLARSHIP/ HIGHEST LEVEL/ PERIOD OF ATTENDANCE 26 NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR UNITS EARNED CADEMIC HONOR LEVEL GRADUATED (Write in full) (Write in full) (if not graduated) RECEIVED From To Second MAS-IN ELEMENTARY SCHOOL 2008 N/A 2008 ELEMENTARY 2002 Honors SECONDARY NEW ORMOC CITY NATIONAL HIGH SCHOOL N/A 2008 2012 N/A 2012 N/A VOCATIONAL / N/A N/A N/A N/A N/A N/A N/A TRADE COURSE BACHELOR OF SCIENCE IN CIVIL VISAYAS STATE UNIVERSITY COLLEGE 2012 2017 N/A 2017 N/A **ENGINEERING GRADUATE STUDIES** UNIVERSITY OF THE PHILIPPINES - DILIMAN MASTER OF SCIENCE IN CIVIL ENGINEERING 2021 2025 N/A 2025 N/A

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DATE

CES BARVI INIT	CSEE/CAREER SERVIO	CE/RA 1080 (BOARD/ TEGORY II/ IV ELIGIBILITY	RATING	DATE OF EXAMINATION /	PLACE OF EXAMINATION /	LICENSE (if applicable)
and E	ELIGIBILITIES FOR UNIF	ORMED PERSONNEL	(If Applicable)	CONFERMENT	CONFERMENT	NUMBER	Valid Until 4
RA1080 BOARD EXAM		81.7	11/11/2017	CEBU CITY	0162279	4/13/2027	
. WORK I	EXPERIENCE		(Continue on se	parate sheet if necessar	y)		
. INCL	vate employment. USIVE DATES Id/mm/yyy)	Start from your recent POSITION TIT			d be indicated in the attac	hed Work Exper	ience Sheet. GOV'T SERVICE
From	To	POSITION TITLE (Write in full/Do not abbreviate)			ull/Do not abbreviate)	APPOINTMENT	(Y/N)
an, 2024	May, 2025	Instructo	r	Visavas	State University	Part-time	Y
eptember,	December,	Instructor		Visayas State University		Temporary	Y
018 ebruary, 018	2023 August, 2018	Office Engir			Group of Companies	Regular Probationary	N
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e garage et et e	ATURE		(Continue on se	parate sheet if necessar	DATE		ug-25

/I. VOLUNTARY WORK OR INVOLVEMENT	IN CIVIC / NON-GOVERNMENT	/PEOPLE/V	OLUNTARY	ORGANIZATIOI	VS		
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (dd/mm/yyyy) From To		NUMBER OF HOURS		POSITION / NATURE OF WORK	
A	N/A N/A		N/A	N/A			
	partie professional						
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	AND STREET						
II. LEARNING AND DEVELOPMENT (L&C		ontinue on separa ROGRAMS A		(עוי)			
		INCLUSIVE DATES OF ATTENDANCE		AN IMPOSTO OF	Type of L&D	CONDUCTED/ SPONSORED BY	
 TITLE OF LEARNING AND DEVELOPMENT IN (Write in f 		(dd/mm/yyyy)		NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	(Write in full)	
oth Annual Conference of the Transportation Scie	nce Society of the Philippines (TSSP	12/6/2023	To 12/7/2023	12.0	Technical	University of the Philippines - National Center for	
1th ERDT Congress	11/23/2023	11/23/2023	8.0	Technical	Transportation Studies Department of Science and Technology - Engineering		
	•	11/24/2023		16.0	Technical	Research and Development for Technology Philippine Institute of Civil Engineers Inc	
49th National Convention and Technical Conference			6/18/2022	16.0	Technical	Philippine Institute of Civil Engineers Inc	
2022 PICE Midyear National Convention and Technical Conference						Visayas State University - Office of the Director	
Webinar on Introduction to Copyright and Fair Use for Educators			5/8/2020	24.0	Technical	Innovation College of Engineering and Technology	
Webinar on MOODLE for Online Instruction			-		Technical	University of the Philippines - National Center for	
Vebinar on Public Transportation and Health in Tir	ne of COVID-19	12/10/2020	12/10/2020	2.0		Transportation Studies University of the Philippines - National Center for	
Vebinar on Transportation for the Better Normal		12/10/2020	12/10/2020	2.0	Technical	Transportation Studies	
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	(1	Continue on separ	ate sheet if necess	sary)			
VIII. OTHER INFORMATION		NON-ACADEMIC DI	STINCTIONS / REC	COGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZAT	
31. SPECIAL SKILLS and HOBBIES	32.		Write in full)		33. (Write in full) Associate Member, Transportation Scie		
Cooking	aha?	N/A				Society of the Philippines	
Reading							
			a managed and warmen				
	An annual section of the section of		Type Theory (2-10)			1 3 No. 117 / 2	
	Par Call VAN FRY BOLD Y	Est and the second				186-65	
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	The Millian County of A	(Continue on sep	arate sheet if nece	ssary)	DATE	13-Aug-25	
SIGNATURE	*	Horat	4		DATE	CS FORM 212 (Revised 2025), Page 1	

34.	Are you related by consanguinity or affinity to the appointing or chief of bureau or office or to the person who has immediate subureau or Department where you will be apppointed,				
	a. within the third degree?	☐ YES ☑ NO			
	b. within the fourth degree (for Local Government Unit - Career	☐ YES ☑ NO	0		
		If YES, give details:			
35	a. Have you ever been found guilty of any administrative offens		•		
50 .	gan, or any administrative services	☐ YES ☑ NO If YES, give details:			
	b. Have you been criminally charged before any court?	☐ YES ☑ N	NO		
	b. Have you been our mindly orderged before any country	If YES, give details:	10		
		Date Filed:			
		Status of Case/s:			
36.	Have you ever been convicted of any crime or violation of any lany court or tribunal?	☐ YES ☑ NO If YES, give details:			
37	Have you ever been separated from the service in any of the fo				
0 7.	dropped from the rolls, dismissal, termination, end of term, finis		☐ YES ☑ NO If YES, give details:		
	the public or private sector?				
38.	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 t election to promote/actively campaign for a national or local car		☐ YES ☑ NO If YES, give details:		
30	Have you acquired the status of an immigrant or permanent res				
· • • • • • • • • • • • • • • • • • • •	The sound of the state of all mining arises pointained to	such of another country;	☐ YES ☑ NO If YES, give details (country):		
			11 TEO, give details (cour	this is the same one or and of sade	
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna		1	exto "tala artistot manoregalari" no endide	
	as amended); and (c) Expanded Solo Parents Welfare Act (RA items:	11861), please answer the following			
a.	Are you a member of any indigenous group?			1.40	
		☐ YES ☑ NO If YES, please specify:			
b.	Are you a person with disability?		☐ YES ☑ NO		
c.	Are you a solo parent?		If YES, please specify ID No:		
			☐ YES ☑ NO If YES, please specify ID No:		
41.	REFERENCES (Person not related by consanguinity or affinity to applica	ant /appointee)			
	NAME	OFFICE / RESIDENTIAL ADDRESS	CONTACT NO. AND/OR EMAIL		
	Engr. EPIFANIA G. LORETO	VISCA, BAYBAY CITY, LEYTE	09952167888		
	Dr. HANZEL N.MEJIA	VISAYAS STATE UNIVERSITY	09567160240	-	
	Engr. JOHN CHRISTIAN GAVIOLA	VISAYAS STATE UNIVERSITY			
42.	I declare under oath that I have personally accomplished this P	ersonal Data Sheet which is a true, corre	ct and complete		
	statement pursuant to the provisions of pertinent laws, rules	s, and regulations of the Republic of the	ne Philippines. I	LINDY JANEL, ANDO	
	authorize the agency head/authorized representative to verify/n misrepresentation made in this document and its attachment	validate the contents stated herein.	agree that any	The street of the street of the street of the street, and the street of	
	against me.	is strail cause the liling of authirlistrative	a/criminal case/s	РНОТО	
6			A CHARLES OF THE SECOND		
PL	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) EASE INDICATE ID Number and Date of Issuance	, AC			
Go	vernment issued ID: PRC	Tollo	पि		
ID/L	License/Passport No.: 0162279				
Date	e/Place of Issuance: ORMOC CITY	Signature (Sign inside the bo August 13, 2 025	»)	sallin.	
_		Date Accomplished		Right Thumbmark	
	SUBSCRIBED AND SWORN to before me this	1 1 2023, affiant exhibiting	he/her validly issued gevernme	ent ID as indicated above	
	74	he her validly issued governme EN B. CHAVEL Begovernme or the Province of Leyle, Cityof Bay			
	Page No.	I Commission No. B-23-12-07 Jutil December 31, 2025	The same of the sa		
	Back No.	No. VIII-0011446-Valid until April	14, 2028		
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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: January, 2024 May, 2025
- Position: Part-time Instructor
- Name of Office/Unit: Department of Civil Engineering
- Immediate Supervisor: Engr. John Christian Gaviola
- · Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 Performs instruction function of the department
- Duration: September, 2018 December, 2023
- Position: Instructor I
- Name of Office/Unit: Department of Civil Engineering
- Immediate Supervisor: Prof. Epifania G. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 Performs instruction, research, and extension functions of the department
- Duration: Feb, 2018 Aug, 2018
- Position: Office Engineer
- Name of Office/Unit: Construction Project Management Department
- Immediate Supervisor: Engr. Josephine Penuela
- Name of Agency/Organization and Location: Prince Retail Group of Companies, MC Briones St., Cebu City
 - Summary of Actual Duties
 - Effective coordination with the site engineers, designers, and Contractors
 - Requesting needed materials and assisting the Permit Liaison for the preparation of documents for the issuance of permits.
 - Making of As-built plans.

(Signature over Printed Name of Employee/Applicant)

Date: Aug. 13, 2025