CS Form No. 212					
Revised 2017	PERSO	NAL DAT	A SH	IEET	
	ation made in the Personal Data Sheet and th	e Work Experience Sheet sh	nall cause the i	filing of administrative/criminal ca	se/s against the person
concerned. READ THE ATTACHED GUIDE	E TO FILLING OUT THE PERSONAL DATA SHE	EET (PDS) BEFORE ACCOM	PLISHING THE	PDS FORM.	
Print legibly. Tick appropriate box	res ( Indicates the control of the c	ate N/A if not applicable. DO N	OT ABBREVIA	TE. 1 CS ID No.	(Do not fill up. For CSC use of
2. SURNAME	NAYRE				
				NAME EXTEN	ISION (JR., SR)
FIRST NAME	SHIRLEY			TOTAL DATE	
MIDDLE NAME	TANO	A Comment of the Comm			
3. DATE OF BIRTH (mm/dd/yyyy)	9/19/1962	16. CITIZENSHIP		☑ Filipino ☐ Dual Citizer ☐ by birth	
4. PLACE OF BIRTH	BRGY. HIPUSNGO, BAYBAY, LEYTE	If holder of dual citize	enship,	Pls. inc	dicate country:
5. SEX	☐ Male	please indicate the o	details.	Philippines	39.3 354
6 CIVIL STATUS	☑ Single ☐ Married	17. RESIDENTIAL ADDRESS		0188	
	☐ Widowed ☐ Separated		Но	use/Block/Lot No. ZONE 5	Street GUADALUPE
	Other/s:	C672 PAVARIV 138438		ubdivision/Village	Barangay
7. HEIGHT (m)	1.55			BAYBAY CITY City/Municipality	LEYTE Province
8. WEIGHT (kg)	60.5	ZIP CODE		II stock on the metal	aratic art
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	Но	0188 use/Block/Lot No.	Street
10. GSIS ID NO.	620919002635	7 A 1 D 3 A 3 A 3 A 3 A 3 A 3 A 3 A 3 A 3 A 3		ZONE 5	GUADALUPE
11. PAG-IBIG ID NO.	0801 088287 09	177 G US S PAGES (413 145)	Su	abdivision/Village BAYBAY CITY	Barangay LEYTE
Section 1		PARTO DAN ABIV. BY YVI		City/Municipality	Province
12. PHILHEALTH NO.	13-000015747-4	ZIP CODE			17.56
13. SSS NO.	N/A	19. TELEPHONE NO.		N/A	
4. TIN NO.	116-625-890	20. MOBILE NO.		0965 924 2148 (TM) / 0968 259 8736 (SMART)	
5. AGENCY EMPLOYEE NO.	V000635	21. E-MAIL ADDRESS (if any)	shirley.nayre@vsu.edu.ph / shirleynayre@gmail.com		nayre@gmail.com
I. FAMILY BACKGROUNL	D				
2. SPOUSE'S SURNAME	N/A	nate i manana nitvo t	23. NAME of Ch	HLDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yy
FIRST NAME	N/A	NAME EXTENSION (JR., SR)		N/A	N/A
MIDDLE NAME	N/A	Maria de la Maria della			
OCCUPATION	N/A	ANNO BULLO EL LO		Ni spie so i pregonjak	202 124
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIV	/ERSITY		and A. Lerones	77000.0001
BUSINESS ADDRESS	VISAYAS STATE UNIV	/ERSITY			
TELEPHONE NO.	1085 (VOIP)	ACASON		and the second section is the second	100.22
24. FATHER'S SURNAME	NAYRE	wasse - 1		ill gight a sacting one	I woneye.
FIRST NAME	JOSE	NAME EXTENSION (JR., SR)			
MIDDLE NAME	GUITGUITIN	ACCIV			
5. MOTHER'S MAIDEN NAME	* 1992	Asses		1,000	and these
SURNAME	JACA				
FIRST NAME	FRANCISCA				
MIDDLE NAME	TANO	432IV		(Continue on separate sheet	if naceceans

6. 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	SCHOLARSHIF ACADEMIC HONORS
			From	То	( not graduated)	1000	RECEIVED
ELEMENTARY	ESQUINA COMMUNITY SCHOOL	ELEMENTARY CERTIFICATE	1969	1975	CERTIFICATE	1975	NONE
SECONDARY	BAYBAY HIGH SCHOOL	HIGH SCHOOL DIPLOMA	1977	1981	CERTIFICATE	1981	NONE
VOCATIONAL / TRADE COURSE	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	2 YRS SECRETARIAL COURSE	1981	1983	DIPLOMA	1983	NONE
COLLEGE	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	BS COMMERCE	1986	1991	DIPLOMA	1991	NONE
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A
The market have	(Co	ontinue on separate sheet if necessary)					
SIGNATURE	lead I messale 1	how	DA	TE	De	c - 7,20	1.

V. CIVIL+	A2:M20 SERVI	CE ELIGIBILITY							
7. CAREER SERVICE/ RA 1080 (BOARD/ BAR) SPECIAL LAWS/ CES/ CSEE			RATING	I EXAMINATION! I DIACE OF EVAMINATION		TION / CONFEE	MENT	LICENSE (if applicable)	
B/	BARANGAY ELIGIBILITY / DRIVER'S LICENSE  Data Encoder converted to CS Eligibility		(If Applicable)			ON / CON ENVIENT		NUMBER	Date of Validity
Da			80.6	4/20/1998	Ormoc and	acloban City		980 803 040 258	-4
	Driver's Licence				H03-96-023193				
3							-17	4	
/ WORK	EVALUENCE		(Co	ntinue on separate shee	t if necessary)				
	EXPERIENCE vate employme	nt. Start from your rece	nt work) Descr	iption of duties sho	uld be indicated in the a	nttached Wor	k Experience	e sheet.	
28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITI	.E	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP	STATUS OF APPOINTMENT	GOV'T SERVICE
From	(Write in full/Do not abbreviate)		(with a in talkbo flot abbieviale)		SALART	(Format *00-0*)/ INCREMENT	AFFORTMENT	(Y/N)	
/1/2017	present	Administrative Ai	de III	OVPREI, VISAYAS STATE UNIVERSITY		13,572.02 11,386.98	SG-3	Casual	Υ
/1/2016	12/31/2016	Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY		10,882.96	SG-3	Casual	Υ
/1/2014	12/31/1915	Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY		10,401.00	SG-3	Casual	Υ
/1/2013	12/31/1913	Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY		9,628.08	SG-3	Casual	Υ
/1/2011	6/30/1913	Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY		8,853.90	SG-3	Casual	Υ
/1/2010	12/31/2010	Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY		8,079.94	SG-3	Casual	Υ
/1/2008		Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY		7,307.08	SG-3	Casual	Υ
/1/2007		Administrative Ai	de III	OVPRE, VISAYAS STATE UNIVERSITY			SG-3	Casual	Υ
/1/2004	6/30/2007	Administrative Ai	de III	OVPRE, VISAYAS	S STATE UNIVERSITY	6,039.00	SG-3	Casual	Υ
/1/2004	2/29/2004	Administrative Ai	de III	LEYTE STATE UNIVERSITY		6,039.00	SG-3	Casual	Υ
/1/2003	12/31/2003	Administrative Ai	de III	LEYTE STATE UNIVERSITY		6,039.00		Casual	Υ
/1/2002	12/31/2002	Administrative Ai	de III	LEYTE STATE UNIVERSITY		6,039.00		Casual	Υ
1/2001	12/31/2001	Administrative Ai	de III	ViSCA		6,039.00		Casual	Υ
1/2000	6/30/2001	Administrative Ai	de III	Visca		5,751.02		Casual	Υ
/1/1999	12/31/1999	Administrative Air	de III	\	/iSCA	5,228.08		Casual	Υ
/1/1997	12/31/1998	Clerk 1		1	/iSCA	5,228.08		Casual	Υ
/1/1996	12/31/1996	Clerk 1		\	/iSCA	4,955.94		Casual	Υ
/1/1995	12/31/1995	Clerk 1		1	/iSCA	3,956.04		Casual	Y

12/31/1913 6/30/1913 12/31/2010 6/30/2007 2/29/2004 12/31/2003	Administrative Aide III  Administrative Aide III	OVPRE, VISAYAS STATE UNIVERSITY  LEYTE STATE UNIVERSITY	9,628.08 8,853.90 8,079.94 7,307.08 6,039.00	SG-3 SG-3 SG-3 SG-3 SG-3	Casual Casual Casual Casual	Y Y Y Y Y
12/31/2010 6/30/2007 2/29/2004 12/31/2003	Administrative Aide III	OVPRE, VISAYAS STATE UNIVERSITY  OVPRE, VISAYAS STATE UNIVERSITY  OVPRE, VISAYAS STATE UNIVERSITY  OVPRE, VISAYAS STATE UNIVERSITY	8,079.94 7,307.08	SG-3 SG-3 SG-3	Casual Casual	Y
6/30/2007 2/29/2004 12/31/2003	Administrative Aide III  Administrative Aide III  Administrative Aide III  Administrative Aide III	OVPRE, VISAYAS STATE UNIVERSITY  OVPRE, VISAYAS STATE UNIVERSITY  OVPRE, VISAYAS STATE UNIVERSITY	7,307.08	\$G-3 \$G-3	Casual	Υ
2/29/2004	Administrative Aide III  Administrative Aide III  Administrative Aide III	OVPRE, VISAYAS STATE UNIVERSITY OVPRE, VISAYAS STATE UNIVERSITY		SG-3	Casual	
2/29/2004	Administrative Aide III  Administrative Aide III	OVPRE, VISAYAS STATE UNIVERSITY	6,039.00			Υ
2/29/2004	Administrative Aide III		6,039.00	SG-3		
12/31/2003		LEYTE STATE UNIVERSITY		00-0	Casual	Υ
	Administrative Aide III		6,039.00	SG-3	Casual	Y
12/31/2002		LEYTE STATE UNIVERSITY	6,039.00		Casual	Y
LIGHTOUL	Administrative Aide III	LEYTE STATE UNIVERSITY	6,039.00		Casual	Y
12/31/2001	Administrative Aide III	Visca	6,039.00		Casual	Υ
6/30/2001	Administrative Aide III	Visca	5,751.02		Casual	Υ
12/31/1999	Administrative Aide III	Visca	5,228.08		Casual	Y
12/31/1998	Clerk 1	Visca	5,228.08		Casual	Υ
12/31/1996	Clerk 1	ViSCA	4,955.94		Casual	Υ
12/31/1995	Clerk 1	Visca	3,956.04		Casual	Υ
12/31/1994	Clerk 1	Visca	2,955.82		Casual	Y
12/31/1993	Clerk 1	ViSCA	2,156.00		Casual	Υ
6/30/1989	Clerical Aide	ViSCA	32.85/day	1	Casual	Υ
12/31/1998	Clerk Aide	ViSCA	32.85/day		Casual	Υ
12/31/1987	Clerk Aide	ViSCA	22.90/day		Casual	Υ
2/28/1987	Clerk Aide	ViSCA	19.90/day		Casual	Υ
6/30/1986	Clerk Aide	ViSCA	18.10/day		Casual	Υ
9/30/1985	Laborer	VISCA	20.55/day	Proj.Based	Contractual	Υ
12/31/1984	Laborer	ViSCA	18.70/day	Proj. Based	Contractual	Υ
4/30/1984	Laborer	Visca	17.00/day	Proj. Based	Contractual	Υ
12/31/1983	Laborer	ViSCA	17.00/day	Proj. Based	Contractual	Υ
	(C	ontinue on separate sheet if necessary)				coulons
1 6 1 1 1 6 1 1 1 6 9 1 1	2/31/1999 2/31/1998 2/31/1996 2/31/1996 2/31/1995 2/31/1994 2/31/1993 3/30/1989 2/31/1987 2/28/1987 3/30/1986 3/30/1985 2/31/1984	Administrative Aide III  Clerk 1  Clerk Aide  Clerk Aide	Administrative Aide III	Administrative Aide   II	2/31/2001   Administrative Aide III	2/31/2001   Administrative Aide   III

SIGNATURE DATE Dw. 7, 2021

VI. ₹ÖLUNTARY WORK OR INVOLVEMEN		INCLUSIVE				
29. NAME & ADDRESS OF (Write in		(mm/dd		NUMBER OF HOURS		POSITION / NATURE OF WORK
		From	То	San Tulk	10000191	
Holy Spirit Parish, VSU (Pre-Jordan)	5 yes (30X 1	2nd	4th	1 hr		Lecturer
loly Spirit Parish, VSU (Liturgy)		Monday	Sunday	1 hr		Vice-Chair
loly Spirit Parish, VSU (Choir)	2 <sup>1</sup> 5	Monday	Sunday	1 hr		Vice-Chair
ON E				70		
/II. LEARNING AND DEVELOPMENT (L& Start from the most recent L&D/training program and inc	D) INTERVENTIONS/TRAINING P lude only the relevant L&D/training taken for		ENDED or Division Chief E		Type of LD	
30. TITLE OF LEARNING AND DEVELOPMENT II (Write in	NTERVENTIONS/TRAINING PROGRAMS full)	(mm/dd	tottinue ba	NUMBER OF HOURS	( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
Reorienation Among Dept/Office Secretaries		From Nov. 15, 2016	To —	4.0	Technical	Human Resource Management Development Office
Procurement Planning Workshop	15 - 23/*	Sept. 13, 2016		4.0	Technical	SPPMO & ODHRD
Orientation on RA 9184 Procurement Law	dr D israel	Sept. 8, 2016	oni-(t) e	4.0	Supervisory	Office of the Director for Administration and Human Resource Development (ODHRD)
Presentation on Anti Red Tape Account (ARTA) Watch	esentation on Anti Red Tape Account (ARTA) Watch and Customer Service			4.0	Supervisory	Office of the Director for Administration and Human Resource Development (ODHRD)
SO 9001-2008 Orientation & Writeshp Among Clerk &	Secretaries	Sept. 21, 2015	energy (vertility)	4.0	Technical	Office of the Director for Administration and Human Resource Development (ODHRD)
Planning-Workshop: On the Preparation and Processin	g of Documents Relative to Procurement	May 27, 2015		6.0	Technical	Supply Procurement & Property Mgt. Office
Forum on Anti-Red Tape Law & CSC Policy on Cash Advances		Sept. 24, 2012		4.0	Supervisory	Office of the Director for Administration and Human Resource Development (ODHRD)
UN M						
	The content of the co					11 11 11 11 11 11 11 11 11 11 11 11 11
C91 12						
	20.51	2013373			6 7 2 5 6 10 P. L	
in from a religion		ADEN USV HIS	970		2.71	eu d'adened spet l'aff
		AD BUT STONE				
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		1361V ,08V ,X3				
	in entitle of duty. Find the in-	n artiugan brig	as in away	mented to	arc	et in massas com subjudgma
VIII. OTHER INFORMATION	(Con	offinue on separate she	eet if necessary)			
31. SPECIAL SKILLS and HOBBIES	32. NON	I-ACADEMIC DISTINCT		TION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION
		32. (Write in full)				35. (Write in full)  35 yrs of Continuous and Dedicated Service
Computer Literate  Driving		Loyalty Award  Loyalty Award  Loyalty Award				Visayas State University 29 yrs of Patronizing Visayas State University
						Credit Cooperative (VSUCC)  12 yrs of Serving the Guadalupe Catholic C
// / // / / / / / / / / / / / / / / /		Date her			dionandi	Ensemble (GuCCE)  20 yrs of Serving the Holy Spirit Parish in the
	C WIND THE	Ce	nc 933	8.0		Liturgy
/				N. U		10000
000	(Con	tinue on separate she	eet if necessary)	/		Dus
SIGNATURE	NO /UK	wh		DA	TE	Du. 7, 2021

34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed,			" Line in the same of the same			
	a. within the third degree?		□ YES ☑ N	0			
	b. within the fourth degree (for Local Government Unit - Care	eer Employees)?	□ YES ☑ N				
	Shana J	And the second second	If YES, give details:				
35.	a. Have you ever been found guilty of any administrative offer	ense?	□ YES ☑ N	10			
			If YES, give details:				
	b. Have you been criminally charged before any court?		☐ YES ☑	NO			
		If YES, give details:  Date Filed:					
			Status of Case/s:				
36.	Have you ever been convicted of any crime or violation of an any court or tribunal?	☐ YES ☑ NO If YES, give details:					
07	11.						
37.	Have you ever been separated from the service in any of the dropped from the rolls, dismissal, termination, end of term, fin the public or private sector?		☐ YES ☑ NO If YES, give details:				
38.	a. Have you ever been a candidate in a national or local electron barangay election)?	ction held within the last year (except	☐ YES ☑ NO If YES, give details:				
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local	☐ YES ☑ NO If YES, give details:					
39.	Have you acquired the status of an immigrant or permanent	☐ YES ☑ NO If YES, give details (country):					
40. a.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag and (c) Solo Parents Welfare Act of 2000 (RA 8972), please Are you a member of any indigenous group?						
u.	Are you a member of any indigenous group?		If YES, please specify:	☑ NO			
b.	Are you a person with disability?	☐ YES ☑ NO If YES, please specify ID No:					
C.	Are you a solo parent?	If YES, please specify ID	☑ NO No:				
41.	REFERENCES (Person not related by consanguinity or affinity to applicant	nt /appointee)					
	NAME	ADDRESS	TEL. NO.	ID picture taken within			
	Prof. Rosa Ophelia D. Velarde	OVPREI, VSU, VISCA		the last 6 months 4.5 cm. X 3.5 cm (passport size)			
	Prof. Rufina F. Capuno	DOE, VSU, VISCA	(563) 8935	Computer generated or photocopied picture			
	Dr. Milagros C. Bales	DAEEx, VSU, VISCA	0942 481 4524	is not acceptable			
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of perting Philippines. I authorize the agency head/authorized representation made in this doct administrative/criminal case/s against me.	nent laws, rules and regulations of the entative to verify/validate the contents state	Republic of the ed herein.	РНОТО			
11000	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)						
-	LEASE INDICATE ID Number and Date of Issuance overnment Issued ID: PHILIPPINE PASSPORT						
-	//License/Passport No.: P 6245355A						
-		Signature (Sign inside the b	ox)				
L	ate/Place of Issuance: March 2, 2018 / Tacloban City	Date Accomplished		Right Thumbmark			
	SUBSCRIBED AND SWORN to before me this	, affiant exhib	oiting his/her validly issued gov	remment ID as indicated above.			
		(Mari					
	the second of the second	ATTY, RYSAN C. GUINOCOR VSU Chief Legal Officer					
		130 Gen Lagar Office					

Person Administering Oath