

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	FLANDEZ		
FIRST NAME	DEAN RUFFEL		NAME EXTENSION (JR., SR)
MIDDLE NAME	REOMA		
3. DATE OF BIRTH (mm/dd/yyyy)	6/5/2019	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Hilongos, Leyte	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Philippines
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	874-A A. Mabini St. House/Block/Lot No. Street Zone 2 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.645m	ZIP CODE	6521
8. WEIGHT (kg)	65kg		18. PERMANENT ADDRESS
9. BLOOD TYPE	Type O	ZIP CODE	6521
10. GSIS ID NO.	200435-1454		19. TELEPHONE NO.
11. PAG-IBIG ID NO.		20. MOBILE NO.	09087896619
12. PHILHEALTH NO.	13-000112070-1	21. E-MAIL ADDRESS (if any)	deanflandez06@gmail.com, deanruffel.flandez@vsu.edu.ph
13. SSS NO.			
14. TIN NO.	422-578-791-000		
15. AGENCY EMPLOYEE NO.			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)			
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	FLANDEZ			
FIRST NAME	DOMINGO		NAME EXTENSION (JR., SR)	
MIDDLE NAME	PIEZA			
25. MOTHER'S MAIDEN NAME				
SURNAME	REOMA			
FIRST NAME	ROSILA			
MIDDLE NAME	BADILLA			

(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	Franciscan College of the Immaculate Conception (FCIC) and Visca Foundation Elementary School (VFES)		5/6/1996	3/30/2001		2001	
SECONDARY	Leyte State University Laboratory High School		5/6/2001	03/30/2005		2005	
VOCATIONAL / TRADE COURSE	NONE						
COLLEGE	Visayas State University	Bachelor of Elementary Education	5/6/2005	2/4/2009		2009	
GRADUATE STUDIES	University of San Carlos/ Leyte Normal University	Master in History/ Doctor of Philosophy in Social Science Research	5/11/2010	present		2014/ on going	



## IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

(Continue on separate sheet if necessary)

(Continued)

Dr. F. H. H. H. H.

DATE	7/30/2019
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## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

(Continue on separate sheet if necessary)

## VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	07 / 30 / 2019	CS FORM 212 (Revised 2017), Page 3 of 4
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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)?

☐ 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. Guiraldo Fernandez Jr.	VSU, Visca, Baybay City, Leyte	9224009161
Mr. Nestor Pacana	USC, Cebu City	9273223450
Dr. Jett Quebec	Tacloban City	9185459928

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: VSU ID  
ID/License/Passport No.: V00783  
Date/Place of Issuance: 2013 - VSU, Baybay City

Signature (Sign inside the box)  
7/30/2019  
Date Accomplished

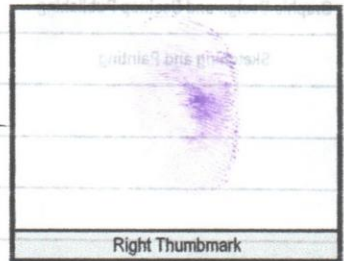
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SUBSCRIBED AND SWORN to before me this 30 JUL 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA C. GUINOCOR  
Person Administering Oath



DEAN RUFFEL R. FLANDEZ  
PHOTO



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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: June 15, 2010 – March 30, 2013
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Justiniano L. Seroy
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
  - Taught Social Science and Humanities subjects
  - Designed and revised a number of course syllabi and instructional materials
- Summary of Actual Duties
  - Responsible for teaching Social Sciences and Humanities subjects, submitting grades and accomplishing other necessary requirements.

- Duration: May 15, 2013 – present
- Position: Instructor 1
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Guiraldo C. Fernandez Jr., Dr. Annie P. Gravoso
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
  - Taught Social Science and Humanities Subjects
  - Designed and revised a number of course syllabi and instructional materials
  - Participated in DLABS and also in the University's activities
  - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
  - Responsible for teaching Social Sciences (Philippine History and Rizal) and Humanities subjects
  - Perform task assigned by the head, dean and other university authorities
  - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.


**DEAN RUFFEL R. FLANDEZ**

(Signature over Printed Name  
of Employee/Applicant)

Date: 07/26/2019