

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	MAZO		
FIRST NAME	ANDREW	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ANTOLAN		
3. DATE OF BIRTH (mm/dd/yyyy)	06/04/1971	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	MALATE, MANILA	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	DUPLEX H-2 VSU House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.72	ZIP CODE	6521
8. WEIGHT (kg)	70		
9. BLOOD TYPE	A ⁺	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	71040601753	ZIP CODE	6521
11. PAG-IBIG ID NO.	1700-0029-7699		
12. PHILHEALTH NO.	13-000069843-2		
13. SSS NO.	NONE	19. TELEPHONE NO.	(053) 563 7396
14. TIN NO.	180-493-960	20. MOBILE NO.	09175238258
15. AGENCY EMPLOYEE NO.	V000853	21. E-MAIL ADDRESS (if any)	andrew.mazo@vsu.edu.ph

II. FAMILY BACKGROUND

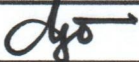
22. SPOUSE'S SURNAME	MENDOZA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ANALYN	NAME EXTENSION (JR., SR)	HAROLD ADRIAN M. MAZO	11/17/1998
MIDDLE NAME	ABITONA		IVAN ANDREW M. MAZO	02/27/2000
OCCUPATION	TEACHER			
EMPLOYER/BUSINESS NAME	DEPARTMENT OF BIOLOGICAL SCIENCES			
BUSINESS ADDRESS	VISAYAS STATE UNIVERSITY, BAYBAY, LEYTE			
TELEPHONE NO.	(63) 53 563 7536			
24. FATHER'S SURNAME	(DECEASED)			
FIRST NAME		NAME EXTENSION (JR., SR)		
MIDDLE NAME				
25. MOTHER'S MAIDEN NAME	ANTOLAN			
SURNAME	MAZO			
FIRST NAME	ELENA			
MIDDLE NAME	LATRAS			

(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	Gabas Community School	Elementary	1978	1984	Graduated	1984	Valedictorian
	SECONDARY	Experimental Rural High School	High School	1984	1988	Graduated	1988	
	COLLEGE	Visayas state College of Agriculture	Bachelor of Science in Statistics	1988	1994	Graduated	1994	
	COLLEGE	Visayas State University	Bachelor of Secondary Education, Major in MAPEH	2010	2013	Graduated	2013	
	GRADUATE STUDIES	Visayas State University	Master of Education, Major in Physical Education	June 2013	June 2016	Graduated	2016	


(Continue on separate sheet if necessary)

SIGNATURE		DATE	4/18/19	CS FORM 212 (Revised 2017), Page 1 of 4
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27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	Carrier Service Professional	81.62%	08/11/1997	CSC Regional Office No.8	N/A	08/11/1997
	Licensure Exam for Teachers	82.20%	08/17/2014	University of Cebu, Cebu City	1531468	09/03/2017
	Driver's License	N/A	11/04/2019	Baybay City Extension Office	HO3-96- 023306	

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	u/18/19	CS FORM 212 (Revised 2017), Page 2 of 4
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Hayag Family Dev't. Center, Ormoc City, Leyte	06/22/2013	06/22/2013	8.00	Open Water Safety Trainor for Children
	Hayag Family Dev't. Center, Ormoc City, Leyte	04/24/2013	04/26/2013	24.00	Swimming Instructor
	LGU of Barangay Marcos and San Agustin, Baybay City, Leyte	08/26/2013	08/26/2013	8.00	Assistant Sports Director

(Continue on separate sheet if necessary)

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)


30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Visayas-Mindanao Conference on PATH-FIT Tertiary Physical Education: Methods and Outcomes	03/11/2018	04/11/2018	16.00	Participant	EPIC Perfomance and University of San Carlos Main Campus
	Quantitative and Qualitative Statistical Analysis In-Depth Training-Workshop	10/22/2018	10/24/2018	24.00	Participant	STRANDASIA
	Regional Senior High School (SHS) Teachers' Training for SUCs and LUCs, Region 8	11/07/2016	07/14/2016	24.00	Participant	Leyte Normal University, Tacloban City
	Training on Basic Life Support, Firefighting and Rescue	04/07/2016	11/07/2016	40.00	Participant	VSU and Baybay City Fire Department
	Fire Prevention Seminar and Training on Mass Casualty Incident Response	03/27/2015	03/27/2015	8.000	Participant	Baybay City Fire Department and VSU
	Seminar Workshop on the Impementation of Outcomes Based Education (OBE)	04/05/2015	05/05/2015	16.00	Participant	Visayas State University
	Football Coaches' Training	06/05/2015	09/05/2015	32.00	Participant	IHK, Coaches Across Continents
	FinSwimming Instructors' Course	10/05/2016	12/05/2016	24.00	Participant	PhilippineFin Swimming Federation, Inc.
	Sports Clinic on Organizing, Managing, and Officiating Swimming Competition	05/25/2015	05/26/2015	16.00	Participant	IHK, Visayas Swimming Association (ViSSA)
	Learning Activities and Techniques for Students with Special Needs and teaching Effectiveness	04/07/2014	04/07/2014	8.00	Participant	IHK

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
			Coach, Varsity Softball Women, SY 2018-2019		
			National Coach, Varsity Swimming Men, SY 2016-2017		
			Coach, Varsity Swimming Men, SY 2016-2017		
			Coach, Varsity Swimming Men and Women, SY 2015-2016		
			Coach, Varsity Swimming Men and Women, SY 2014-2015		
			Coach, Varsity Swimming Men and Women, SY 2013-2014		
			Assistant Coach, Varsity Swimming Men and Women, SY 2011-2012		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	11/18/19	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?

☐ YES

☒ NO

☐ YES

☒ NO

b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES

☒ NO

If YES, give details:

35.

a. Have you ever been found guilty of any administrative offense?

☐ YES

☒ NO

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 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 phase 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 1 year (except Barangay election)?

☐ YES

☒ NO

If YES, give details:

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:

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?

☐ YES

☒ NO

If YES, please specify:

b. Are you a person with disability?

☐ YES

☒ NO

If YES, please specify ID No:

c. Are you a solo parent?

☐ YES

☒ NO

If YES, please specify ID No:

41.

REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
JOSE L. BACUSMO	Office of the Vice President for Research and Extension, VSU	563 7064
BEATRIZ S. BELONIAS	Office of the Vice President for Instruction, VSU	9173113309

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

ID/License/Passport No.: 1531468

Date/Place of Issuance: 03/09/2017, Tacloban City

Signature (Sign inside the box)

11/18/19

Date Accomplished

SUBSCRIBED AND SWORN to before me this 20 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN J. GUINOCOR

VSU LEGAL OFFICER

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 for.

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 starting with the most recent/present employment

Position Applied: Instructor III

Duration: June 9, 2014 – present

- Position: Instructor I
- Name of Office/Unit: Institute of Human Kinetics
- Immediate Supervisor: Charis B. Limbo
- Name of Agency/Organization and Location: Visayas State University, ViSCA, Baybay, Leyte

- List of Accomplishments and Contributions (if any)
 - Developed course syllabus in selected major course in the BPEd curriculum
 - Served as coach in the Varsity Swimming program of IHK from 2014-2017
 - Champion Coach in Softball Women Varsity Team in the Regional SCUAA 2018

- Summary of Actual Duties
 - Teaches assigned subjects and performs other teaching functions
 - Performs research and/or extension functions
 - Performs administrative functions (if applicable)
 - Performs other functions



ANDREW A. MAZO

(Signature over Printed Name
of Employee/Applicant)

Date: 11/18/19