

# 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	FERNANDEZ		
FIRST NAME	ERROL	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	CAUBE		
3. DATE OF BIRTH (mm/dd/yyyy)	01/13/1986	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization PIs. indicate country:
4. PLACE OF BIRTH	MAASIN CITY, SOUTHERN LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
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	House/Block/Lot No. Street KABALASAN Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.74	ZIP CODE	6521-A
8. WEIGHT (kg)	90 KGS.		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	TOMMAS OPPUS ST. House/Block/Lot No. Street PUROK NANGKA COMBADO Subdivision/Village Barangay MAASIN CITY SOUTHERN LEYTE City/Municipality Province
10. GSIS ID NO.	2005462307	ZIP CODE	6600
11. PAG-IBIG ID NO.	121062826453		
12. PHILHEALTH NO.	12-050779835-2	19. TELEPHONE NO.	N/A
13. SSS NO.	06-2760573-6	20. MOBILE NO.	09287018441
14. TIN NO.	256-739-522	21. E-MAIL ADDRESS (if any)	errol.fernandez@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V01091		

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	POBADORA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RUBELYN	N/A	PAUL ANGELO B. FERNANDEZ	05/09/2009
MIDDLE NAME	SANORIA		ADYASHA EOWYN P. FERNANDEZ	10/08/2021
OCCUPATION	NONE			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	BAYBAY CITY LEYTE			
TELEPHONE NO.	NONE			
24. FATHER'S SURNAME	FERNANDEZ			
FIRST NAME	BELINO	JR		
MIDDLE NAME	DE LA CRUZ			
25. MOTHER'S MAIDEN NAME				
SURNAME	CAUBE			
FIRST NAME	LEONIDA			
MIDDLE NAME	JUALO			

(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	MAASIN CENTRAL SCHOOL	PRIMARY	1992	1998	N/A	1998	N/A
SECONDARY	SAINT JOSEPH COLLEGE	SECONDARY	1998	2002	N/A	2002	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SAN CARLOS SEMINARY COLLEGE	BACHELOR OF ARTS IN PHILOSOPHY	2003	2007	N/A	2007	N/A
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS	MASTER OF ARTS IN HISTORY	2016	2024	N/A	2024	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	8/5/2024
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#### IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

*(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)

**SIGNATURE**

DATE \_\_\_\_\_

8/5/2024



## 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		
	TAU OMEGA MU FRATERNITY AND THE LADIES CIRCLE	2015	PRESENT	N/A	MEMBER
	KNIGHTS OF COLUMBUS	2015	PRESENT	N/A	MEMBER
	CLUB CB110 (CRUISE BROS.) CEBU CHAPTER	2012	PRESENT	N/A	MEMBER
	BROTHERHOOD OF CHRISTIAN BUSINESSMEN AND PROFESSIONALS	2018	PRESENT	N/A	MUSIC MINISTRY HEAD

(Continue on separate sheet if necessary)

VI. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Duration	
5. Location	
6. Organized by	
7. Participants	
8. Objectives	
9. Key Takeaways	
10. Action Items	
11. Feedback	
12. Other Comments	

[illegible]

(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)
Sports (Basketball, Volleyball, table tennis, etc.)		N/A		PHILIPPINE NATIONAL HISTORICAL SOCIETY	
Excellent Communication Skills					
General Knowledge Proficiency					
Musically inclined (Choir / Group)					

*(Continue on separate sheet if necessary)*

SIGNATURE		DATE	
		8/5/2004	



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)?

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

b. Have you been criminally charged before any court?

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

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?

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?

39. Have you acquired the status of an immigrant or permanent resident of another 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?

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
Elwin Jay Yu	BAYBAY CITY	9357882192
Al Franjon Villaroya	BAYBAY CITY	9990159774
Maria Victoria F. Jabines	BAYBAY CITY	9773317995

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: SSS

ID/License/Passport No.: 06-2760573-6

Date/Place of Issuance: 2012 Maasin City Southern Leyte

Signature (Sign inside the box)

August 5, 2024

Date Accomplished



SUBSCRIBED AND SWORN to before me this 19 AUG 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR

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: August 2023 – present
- Position: Instructor
- Name of Office/Unit: Department of Philosophy and Social Sciences
- Immediate Supervisor: Al Franjon M. Villaroya
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)
  - Extension project leader titled "Capacity Building for the The Teaching of the Introduction to the Philosophy of the Human Person" for Senior High School in DepEd Baybay City Division.
- Summary of Actual Duties
  - Responsible in teaching social sciences and philosophy subjects, submitting grades, syllabus writing and accomplishing other necessary requirements

  
ERROL C. FERNANDEZ

(Signature over Printed Name  
of Employee/Applicant)

Date: August 5, 2024