

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	DOMINGO		
FIRST NAME	PRECIOUS	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	COMPENDIO		
3. DATE OF BIRTH (mm/dd/yyyy)	06/26/1992	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	METRO MANILA, PASIG CITY	If holder of dual citizenship, please indicate the details:	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	Philippines	
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street PUROK 4 SAN PABLO Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province ZIP CODE 6541
7. HEIGHT (m)	1.51 m	18. PERMANENT ADDRESS	House/Block/Lot No. Street PUROK 4 SAN PABLO Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province ZIP CODE 6541
8. WEIGHT (kg)	49.5	19. TELEPHONE NO.	NA
9. BLOOD TYPE	O	20. MOBILE NO.	09566531821
10. GSIS ID NO.	021198574887	21. E-MAIL ADDRESS (if any)	precious.domingo@vsu.edu.ph
11. PAGBIG ID NO.	121173952192		
12. PHILHEALTH NO.	130501387968		
13. SSS NO.	0632863770		
14. TIN NO.	000427109241		
15. AGENCY EMPLOYEE NO.	V01101		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR) N/A	NA	NA
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	DOMINGO			
FIRST NAME	ROLANDO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	REVES			
25. MOTHER'S MAIDEN NAME	COMPENDIO			
SURNAME	JENNIFER			
FIRST NAME	CASTRO			
MIDDLE NAME				

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	SANPABLO ELEMENTARY SCHOOL	Primary Education	2001	2004	Graduate	2001	Salutatorian
SECONDARY	NEW ORMOC CITY NATIONAL HIGH SCHOOL	Secondary Education	2004	2008	Graduate	2005	With Honors
VOCATIONAL / TRADE COURSE	NA	NA			NA	NA	NA
COLLEGE	VISAYAS STATE UNIVERSITY	Bachelor of Elementary Education	2008	2012	Graduate	2009	Cum Laude
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	Master of Science in Language Teaching	2014	2018	Graduate	2018	none
	LEYTE NORMAL UNIVERSITY	Doctor of Arts in Language Teaching	2018	Present	Continuing		

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IV. CIVIL SERVICE ELIGIBILITY					
2/. 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
Civil Service Eligible (PD 607- Honor Graduate)					
Licensure Examination for Teachers	85.0	SEPTEMBER 2012	TACLOBAN CITY LEYTE	1306320	6/26/2022

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)				
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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		
	Asia Pacific Consortium of Reseachers and Educators	9/19/2020	09/19/2022		Member
	Student Association of Graduate Education (Leyte Normal University)	09/2018	09/2020		Member/ Secretary

(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 L.D. (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
Teaching english as Foreign Language TEFL Completion	06/01/2020	07/01/2020	120 hours		TEFL Profesional Development Institue
Webminar on Writing and Packaging Research Articles for Journal Publication	06/2020	07/01/2020	21 hours		Samar State University
Vibal Group Webinar "Conducting Assessments on Online Distance Learning"	06/05/2020	06/05/2020	3 hours		VIBAL GROUP
12th CE Logic National Conference "The new Normal Reality: Unraveling the New Dimensions in Research, Education, Instruction, and Operation	05/14/2020	05/14/2020	1 DAY		ce- Logic, C&E Publishing
Capacity Building Seminar and Research Colloquium on English Language Issues in Senior High School Education in the Visayas	02/09/2020	02/09/2020	1 DAY		Leyte Normal University
3rd Graduate Research Congress	12/14/2019	12/14/2019	1 DAY		Leyte Normal University
2019 Asia-Pacific Consortium of Resrachers and Educators (APCORE) Convention and International Conference	09/18/2019	09/20/2019	2 DAYS		Taguig City University, Technological University of the Philippines, Rizal Technological University
Cultivating Mental Health, Ethics and Diplomacy Towards Efficient Public Service	04/28/2019	04/28/2019	1 DAY		Leyte Normal University CPD Credit Unit- 7 Accrediatlton No: 2018-196-3547
Regional Seminar Workshop on English Language Proficiency cum English Language Pedagogy	03/13/2019	03/15/2019	3 DAYS		Leyte Normal University
Seminar Workshop on Innovative Language Teaching Strategies for the 21st Century Classroom	03/23/2019	03/23/2019	1 DAY		Leyte Normal University
Trainign-Workshop on Parametric and Non Parametric Analysis for Socio-Economic Research using SPSS	04/04/2019	04/05/2019	2 DAYS		VISERDAC, Visayas State University
Linguistic Society of the Philippines International Conference 2019 (LSPIC 2019)	03/07/2019	03/09/2019	3 DAYS		De La Salle University
Training Workshop on Innovative learning Strategies	5/15/2018	5/16/2018	2 DAYS		College of Education/Deapartment of Teacher Education, Visayas State University
1ST SALINDUNONG International Conference	4/2/2018	4/4/2018	3 DAYS		Central Mindanao State University/ Xavier University- Ateneo de Cagayan/ Mindanao Stae University-
NCIII BOOKKEEPING	12/1/2017	1/30/2018	1 MONTH		TESDA (ACLC-ORMOC)
NC II BREAD AND PASTRY	8/1/2017	8/30/2017	20 DAYS		TESDA (ZANAIDAS- ORMOC)
Job Seeking Seminar	3/11/2016	3/11/2016	1 DAY		VISAYAS STATE UNIVERSITY
Seminar on Preparation of Instructional Material and Computer Aided Instruction	11/25/2015	11/25/2015	1 DAY		College of Education/Deapartment of Teacher Education, Visayas State University
Construction of Table of Specification (TOS) and Formulation of LET- like Questions	11/26/2015	11/26/2015	1 DAY		College of Education/Deapartment of Teacher Education, Visayas State University
Interfacing Graduate School Researches in ASEAN 2015 Integration	8/29/2015	8/29/2015	1 DAY		PHILIPPINE ASSOCIATION FOR GRADUATE EDUCATION
SEMINAR-WORKSHOP ON THE IMPLEMENTATION OF OUTCOME BASED EDUCATION (OBE)	5/4/2015	5/5/2015	2 DAYS		VISAYAS STATE UNIVERSITY
NATIONAL CONFERENCE ON DEVELOPMENT INITIATIVES IN THE PHILIPPINE MARGINAL UPLANDS	10/22/2013	10/24/2013	3 DAYS		PHILIPPINE HIGHER EDUCATION RESEARCH NETWORK/ VISAYAS STATE UNIVERSITY
Orientation Seminar for Newly Hired Faculty Members	6/13/2013	6/14/2013	2 DAYS		Visayas State University

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	COMPUTER SKILLS	None

(Continue on separate sheet if necessary)

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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. Annie P. Gravoso	VSU, Visca, Baybay City, Leyte	NA
Dr. Lijueraj J. Cuadra	VSU, Visca, Baybay City, Leyte	NA
Dr. Seregena Ruth L. Martinez	VSU, Visca, Baybay City, Leyte	NA

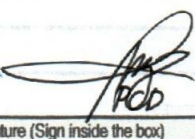

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate 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: UMID CARD 021198574887

ID/License/Passport No.:

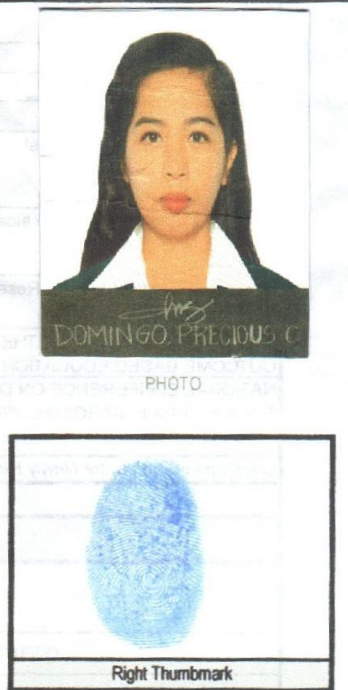
Date/Place of Issuance: Ormoc City / March 2019




Signature (Sign inside the box)

07/09/2020

Date Accomplished



SUBSCRIBED AND SWORN to before me this 24 JUL 2020, 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.

Sample: If applying to Supervising Administrative Officer

- Duration: August 02, 2016 – January 31, 2017
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught Social Science minor courses and management subject
 - Designed and revised a number of course syllabi and instructional materials

- Summary of Actual Duties
 - Responsible in teaching social sciences subjects, submitting grades and accomplishing other necessary requirements.

- Duration: 08/01/2018 - Present
- Position: Instructor I
- Name of Office/Unit: College of Arts and Sciences/ Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Guiraldo Fernandez (2018-2020), Dr. Jett Quebec (2020-Present)
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught English Language subjects
 - Handled thesis advisees, checked manuscripts
 - Designed and revised instructional materials
 - Accomplished classwork tasks such as grade computation, checked requirement
 - Attended meetings and seminars
 - Participated in university and department activities

- Summary of Actual Duties
 - In charge in English language subjects, performed assigned duties, participated in various activities

- Duration: 01/01/2018- 7/31/2018
- Position: Part-time Instructor
- Name of Office/Unit: College of Education/ Department of Teacher Education
- Immediate Supervisor: Dr. Aleli Villocino
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught subjects in Education program (major and minor subjects)
 - Revised instructional materials
 - Created learning materials and PowerPoint Presentations
 - Accomplished classwork tasks such as grade computation, checked requirement
 - Attended meetings and seminars
 - Participated in university and department activities

- Summary of Actual Duties
 - In charge in Education program subjects, performed assigned duties, participated in various activities

- Duration: 09/01/2017- 03/07/2018
- Position: Assistant Bookkeeper
- Name of Office/Unit: CB Bookkeeping Solutions
- Immediate Supervisor: Celeste Barquera
- Name of Agency/Organization and Location: CB Bookkeeping Solution/ Ormoc, Leyte

- List of Accomplishments and Contributions (if any)
 - Keep track of business finances
 - Record business transactions
 - Reconcile books
- Summary of Actual Duties
 - Record keeping

- Duration: 06/27/2016- 07/01/2017
- Position: Customer Service Representative
- Name of Office/Unit: Convergys
- Immediate Supervisor: John Mark Serino
- Name of Agency/Organization and Location: Convergys/ Cebu City

- List of Accomplishments and Contributions (if any)
 - Answered customer calls
 - Provided solutions to customer inquiries about the product and services
 - Made sales
- Summary of Actual Duties
 - *Ensure customers' satisfaction on the product and services provided by the company*

- Duration: 06/01/2013- 06/15/2016
- Position: Part-time Instructor
- Name of Office/Unit: College of Education/ Department of Teacher Education
- Immediate Supervisor: Dr. Lijuera J. Cuadra
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught subjects in Education program (major and minor subjects)
 - Revised instructional materials
 - Created learning materials and PowerPoint Presentations
 - Accomplished classwork tasks such as grade computation, checked requirement
 - Attended meetings and seminars
 - Participated in university and department activities
- Summary of Actual Duties
 - In charge in Education program subjects, performed assigned duties, participated in various activities

- Duration: 04/01/2013- 05/31/2013
- Position: Research Assistant
- Name of Office/Unit: College of Education/ Department of Teacher Education
- Immediate Supervisor: Dr. Lijuera J. Cuadra
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Send reports to the research leader
 - Distributed research questionnaires
 - Gathered data for research
 - Tabulated raw data
- Summary of Actual Duties
 - Assisted in the distribution and collection process of the research

- Duration: 06/01/2012- 03/20/2013
- Position: Private School Teacher
- Name of Office/Unit: Ormoc Kinderland Inc.
- Immediate Supervisor: Chito Rallos
- Name of Agency/Organization and Location: Ormoc city, Leyte

- List of Accomplishments and Contributions (if any)
 - Handled primary learners, taught English, Computer, EPP, and Values subjects
 - Created visual aids and instructional materials, computed grades
 - Organized school's monthly activities
 - Participated in meetings and seminars
- Summary of Actual Duties
 - Ensured pupils' meaningful learning on the assigned subjects


PRECIOUS C. DOMINGO

Date: 07/14/2020