CS Form No. 212 A

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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FOR<u>M.</u> 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) 2. SURNAME ORACION NAME EXTENSION (JR., SR) FIRST NAME HELEN GRACE MIDDLE NAME **FERRERAS** 3. DATE OF BIRTH 11/9/1996 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/vvvv) by birth by naturalization 4. PLACE OF BIRTH PARAÑAQUE, METRO MANILA Pls. indicate country: If holder of dual citizenship. please indicate the details ☐ Male 5 SEX ✓ Female ✓ Single Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No. Street ☐ Widowed ☐ Separated BRGY GAAS Other/s: Subdivision/Village Barangay BAYBAY CITY 7. HEIGHT (m) 1.51 City/Municipality Province 8. WEIGHT (kg) 45.8 7IP CODE 6521 18. PERMANENT ADDRESS 9. BLOOD TYPE House/Block/Lot No. Street BRGY GAAS 10 GSIS ID NO 200546 2275 Subdivision/Village Barangay BAYBAY CITY 11. PAG-IBIG ID NO. 121226009688 City/Municipality Province 12. PHILHEALTH NO. 13-025489771-0 ZIP CODE 6521 13 SSS NO NA 19. TELEPHONE NO NA 14 TIN NO 716-052-370 20. MOBILE NO. 0909-101-3905 15. AGENCY EMPLOYEE NO N/A 21 F-MAIL ADDRESS (if any) hgfo911@gmail.com **FAMILY BACKGROUND** 22. SPOUSE'S SURNAME NA 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) NA FIRST NAME NA NA MIDDLE NAME NA OCCUPATION NA EMPLOYER/BUSINESS NAME NA BUSINESS ADDRESS NA TELEPHONE NO NA 24. FATHER'S SURNAME ORACION NAME EXTENSION (JR., SR) FIRST NAME RODULFO MIDDLE NAME BAGASLAO 25. MOTHER'S MAIDEN NAME SURNAME **FERRERAS** NIDA FIRST NAME MIDDLE NAME **ESTIPONA** (Continue on separate sheet if necessary) SCHOLARSHIP/ HIGHEST LEVEL/ 26 NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC LEVEL UNITS EARNED (Write in full) GRADUATED HONORS (Write in full) (if not graduated) RECEIVED From To FLEMENTARY **BAYBAY SOUTH CENTRAL SCHOOL** BASIC EDUCATION (ELEMENTARY) WITH HONORS 2003 2009 NA 2009 WITH SECONDARY BAYBAY CITY NATIONAL HIGH SCHOOL BASIC EDUCATION (HIGH SCHOOL) 2009 2013 NΔ 2013 HONORS VOCATIONAL / NA NA NA NA NA NA NA TRADE COURSE VSU VISAYAS STATE UNIVERSITY COLLEGE BACHELOR OF SCIENCE IN CHEMISTRY 2013 2017 NA 2017 SCHOLAR GRADUATE STUDIES NA NA NA NA NA NA NA SIGNATURE DATE 8/19/19 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 | | | NUMBER | / Date o |
| RA 1080 (CHEMISTRY LICENSURE EXAM) | | | 76.5 | | | | | 0013606 | Validit |
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| WORK E | XPERIENCE | | (0 | continue on separate sheet if | necessary) | | | | |
| clude priv | ate employment. | Start from your recent | work) Descriptio | n of duties should be in | dicated in the attache | ed Work Expe | The state of the s | - | |
| | INCLUSIVE DATES | | TLE abbreviate) | DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate) | | MONTHLY SALARY | SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT | STATUS OF APPOINTMENT | GOV'T SERVICE (Y/ N) |
| 1/8/2018 | PRESENT | SUBSTITUTE INS | TRUCTOR | DEPARTMENT OF PURE AND APPLIED CHEMISTRY | | Php 22, 149 | SG12 | CONTRACTUAL | YES |
| 1/12/2017 | 07/31/2018 | CHEMIST | | DEPARTMENT OF S | Php 19,000 | N/A | JOB ORDER | YES | |
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| | | | <i>(c.</i> | ontinue on separate sheet if n | ecessarvi | | | | |
| SIGNATURE JOSO | | | DATE 9 19 19 | | | CS FORM 212 (Revised 2017), Page 2 of 4 | | | |

IV. CIVIL SERVICE ELIGIB

| VI. VOLUNTARY WORK OR INVOLVEMENT IN CIV | יין ארן IC איין ארן אויים. | OVERNMENT | /PEOPLE/ | VOLUNT | ARY ORGAN | 7-TION/S | |
|--|----------------------------|--|-------------------|--------------------|---|--|--|
| 29. NAME & ADDRESS OF ORGANIZATION (Write in full) | | INCLUSIVE DATES (mm/dd/yyyy) | | NUMBER OF HOURS | POSITION / NATURE OF WORK | | |
| | | From To | | | 12-12-1-1 | NA : | |
| | | | | | | | |
| VII. LEARNING AND DEVELOPMENT (L&D) INTER | | TRAINING PI | | ATTENDE | ED | | |
| 30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full) Echo-Seminar/Workshop on Educational Technologies for the 21st Century Teachers | | O/training taken to INCLUSIVE ATTEND (mm/dd | DATES OF DANCE | NUMBER OF HOURS | Type of LD (Managerial/ Supervisory/ Technical/etc) | CONDUCTED/ SPONSORED BY in full) | |
| | | From | To 07/24/2019 | | | | |
| Seminar-Workshop on Open Data Kit (ODK) | ity reachers | 07/23/2019 | 07/24/2019 | 16 | TECHNICAL | College of Arts and Sciences of Visayas State University Department of Statistics of Visayas State University | |
| 2nd Regional Symposium of the Philippine Biochemistry and Molec | ular Biology | 02/21/2019 | | | PSBMB and Visayas State University (Main Campus) | | |
| 45th Philippine Society of Biochemistry and Molecul (PSBMB) Annual Convention | ar Biology | 11/28/2018 | 11/29/2018 | | TECHNICAL | PSBMB and University of the Philippines - VISAYAS (Ilo-ilo) | |
| ASIAN ASSOCIATION OF AGRICULTURAL COLLEGES (A 22nd BIENNIAL CONFERENCE AND GENERAL ASSEMI | | 10/16/18 | 10/18/18 | 24 | TECHNICAL | ASIAN ASSOCIATION OF AGRICULTURAL COLLEGES AND UNIVERSITIES AND VISAYAS STATE UNIVERSITY | |
| 33rd PHILIPPINE CHEMISTRY CONGRESS | An Harl | 05/30/2018 | 06/01/2018 | 24 | TECHNICAL | INTEGRATED CHEMISTS OF THE PHILIPPINES | |
| BIOGEOCHEMISTRY SERIES OF LECTURES | | 03/14/2018 | 03/15/2018 | 16 | TECHNICAL | DR. MARIFE D. CORRE (GOTTINGEN UNIVERSITY) | |
| OPSI SUGARCANE FARM MANAGEMENT TRAINING HANDS-ON TRAINING ON SOIL CHEMICAL ANALYSES | | 02/20/2018 | 02/22/2018 | 24 | MANAGERIAL | SUGAR REGULATORY ADMINISTRATION | |
| | | 2503 C | | 576 at 199 | | | |
| VIII. OTHER INFORMATION | | (Continue | e on separate sh | eet if neces | sary) | The second secon | |
| 31. SPECIAL SKILLS and HOBBIES 32. | NON | ON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | | | Landa Maria | 33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) | |
| STITCHING | NA | | | ***** | INTEGRATED CHEMISTS OF THE PHILIPPINES | | |
| READING | | | 7.714.1. | | | PHILIPPINE SOCIETY OF BIOCHEMISTRY AND MOLCEULAR BIOLOGY | |
| SURFING THE INTERNET DRAWING | | 71- | | 41.4 | | | |
| WATCHING SHOWS | | | | | | | |
| SIGNATURE | fg/p | (Continue | e on separate sh | eet if neces | 8/19/19 | CS FORM 212 (Revised 2017), Page 3 of 4 | |

| 34. | Are you related by consanguinity or affinity appointion chief of bureau or office or to the person who has immediate Bureau or Department where you will be appointed, | ng or recommending authority, or to the ate supervision over you in the Office, | • | | |
|---------|--|--|------------------------------------|---------------------------------------|--|
| | a. within the third degree? | | | · · · · · · · · · · · · · · · · · · · | |
| | b. within the fourth degree (for Local Government Unit - Co | areer Employees)? | YES ✓ NO | dy. | |
| | | | If YES, give details: | | |
| 35. | a. Have you ever been found guilty of any administrative of | offense? | YES NO | | |
| | | | ☐ YES ✓ NO If YES, give details: | | |
| | b. Have you been criminally charged before any court? | | YES V NO |) | |
| | | | | Filed: | |
| 36. | Have you ever been convicted of any crime or violation of | ony law doorse andinense area deller by | Status of C | ase/s: | |
| 30. | any court or tribunal? | ☐ YES ☑ NO If YES, give details: | | | |
| 37. | Have you ever been separated from the service in any of the dropped from the rolls, dismissal, termination, end of term, 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 elearangay election)? | ☐ YES ☑ NO If YES, give details: | | | |
| | b. Have you resigned from the government service during 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 permaner | YES NO If YES, give details (country): | | | |
| 40. | Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mand (c) Solo Parents Welfare Act of 2000 (RA 8972), pleas | agna Carta for Disabled Persons (RA 7277) se answer the following items: | , | | |
| a. | Are you a member of any indigenous group? | UNDET AS EMPOSITACION (2071) RA | YES VI YES If YES, please specify: | NO | |
| b. | Are you a person with disability? | | YES If YES, please specify ID No | | |
| C. | Are you a solo parent? | | YES If YES, please specify ID No | NO | |
| 41. | REFERENCES (Person not related by consanguinity or affinity to applic | eant /appointee) | | | |
| | NAME | ADDRESS | TEL. NO. | | |
| | DR. ANDRESITO D. ACABAL | VSU, VISCA, BAYBAY CITY, LEYTE | 9179777298 | 10 m | |
| | DR. SUZETTE B. LINA | VSU, VISCA, BAYBAY CITY, LEYTE | 9199613921 | 2 | |
| 42. | I declare under oath that I have personally accomplished is statement pursuant to the provisions of pertinent laws, rule the agency head / authorized representative to verimisrepresentation made in this document and its attach against me. | s and regulations of the Republic of the Phi fv/validate the contents stated herein | lippines. I authorize | ELENGRAGE F. ORACION | |
| G Pl | overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance | | | | |
| Go | overnment Issued ID: PRC LICENSE | Lah | | | |
| ID | /License/Passport No.: 0013606 | Signature (Signification of the booking) | x) | | |
| Da | ate/Place of Issuance: OCTOBER 24, 2017 | Date Accomplished | | Right Thumbmark | |
| | SUBSCRIBED AND SWORN to before me this 2 | AUG 2019 , affiant exhibiting | his/her validly issued governmen | t ID as indicated above. | |
| | | ATTY, RYSAI C. GUINOCO VSU LEGATOS Administering Oath | R | | |
| | | | CS | FORM 212 (Revised 2017), Page 4 of | |

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

Sample: If applying to Supervising Administrative Officer

• Duration: December 11, 2017 - present

· Position: Chemist

- Name of Office/Unit: SRTPAL-SRA
- Immediate Supervisor: Suzette B. Lina
- Name of Agency/Organization and Location: Visayas State University
 - Summary of Actual Duties
 - Responsible for the different soil chemical and physical analyses.
 - Other related functions.
- Duration: August 1, 2018 to present
- Position: Instructor I
- Name of Office/Unit: Department of Pure and Applied Chemistry
- Immediate Supervisor: Jacob Glenn F. Jansalin
- Name of Agency/Organization and Location: Visayas State University, Baybay City
 - List of Accomplishments and Contributions (if any)
 On-going
 - Summary of Actual Duties

Teaches assigned subjects and performs other teaching related functions, among others.

HELEN GRACE F. ORACION
(Signature over Printed Name of Employee/Applicant)

Date: 8/19/19