CS Form No. 212

SIGNATURE

## 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 FORM.

A/N A/N AIN AIN A/N GRADUATE STUDIES AIN AIN AIN AIN AIN COLLEGE AIN TRADE COURSE A/N A/N A/N A/N A/N AIN AIN **VOCATIONAL /** AIN 1661 **GRADUATED** 1661 1861 **ЗЕСОИРАКУ ЕDUCATION GRADUATE** BAYBAY HIGH SCHOOL SECONDARY AIN 1861 **GRADUATED** 1861 1861 **РРИМАRY ЕDUCATION** НІРИЗИВО ЕГЕМЕЙТАКУ ЅСНООГ **ELEMENTARY** OT From RECEIVED (ir not graduated) ACADEMIC HONORS GRADUATED (Ilut ni stinW) (Mrite in full) **TENE YEAR** PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE NAME OF SCHOOL HIGHEST LEVEL/ SCHOLARSHIPI FLORES MIDDLE NAME **AIUDITZUE** FIRST NAME ATHAD **SURNAME** 5. MOTHER'S MAIDEN NAME NEWENCIO MIDDLE NAME CUCIO **HRST NAME** NAME EXTENSION (JR., SR) POLE 24. FATHER'S SURNAME AIN TELEPHONE NO. AIN BUSINESS ADDRESS G661/80/LL ARDE JOHN P. POLE EMPLOYER/BUSINESS NAME AIN 03/25/1997 ANGELICA P. POLE HORSEMILE NOITARUDDO 01/27/1999 **INN'11E P. POLE** SAGAMO MIDDLE NAME 12/18/2002 ALLANA MAE P. POLE ANGELITA **EIRST NAME** NAME EXTENSION (JR., SR) DATE OF BIRTH (mm/dd/yyyy) 23. NAME of CHILDREN (Write full name and list all) S SPOUSE'S SURNAME HOLE SJ. E-MAIL ADDRESS (if any) NONE 5. AGENCY EMPLOYEE NO. 147956-556474 O' WOBILE NO. 947-762-563 ON NIT .4 AIN 9. TELEPHONE NO. 3339426129 ON SSS 'EI A-1569 SIP CODE 13-200413033-6 12 PHICHEALTH NO. Province City/Municipality 160-191961-916 1. PAG-IBIG ID NO. (Phur IPC Subdivision/Village 86-89644-007 10' CRIS ID NO LEYTE **YABYAB** House/Block/Lot No. ..0. 9. BLOOD TYPE HIBUSINGO 8. PERMANENT ADDRESS A-1569 ZIP CODE **64kg** 8' WEIGHT (Kg) Province City/Municipality .......... 7. HEIGHT (m) **LEYTE** *RAYBAY* epelli Vnoisi vibdu 2 Other/s: HIDUSNGO Separated House/Block/Lot No. bewobiW \_\_\_ ✓ Married əlgni2 6 CIVIL STATUS 7. RESIDENTIAL ADDRESS Female → Male YEX please indicate the details. Pls. indicate country: If holder of dual citizenship, BAYBAY, LEYTE 4. PLACE OF BIRTH notasileruten yd 🔲 Thid yd Dual Citizenship oniqili \ (mm/dd/yyyyy) 6. CITIZENSHIP 07/23/1973 3. DATE OF BIRTH **CARTA** MIDDLE NAME JR. **T**ncio **HRST NAME** NAME EXTENSION (JR., SR) POLE 2 SURNAME (Do not fill up. For CSC use only Print legibly. Tick appropriate boxes ( Tand use separate sheet if necessary. Indicate MVA if not applicable. DO NOT ABBREVIATE.

January 1, /2023

**BATE** 

	RVICE ELIG		POARD/BARNINDER		DATE OF			LICENSE (if applicable)	
7. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE RATING (If Applicable)				EXAMINATION / CONFERMENT	ATION / CONFERMENT		NUMBER	Date o	
TESDA NC11 ELECTRICAL INSTALLATION & MAINTENANCE		N/A	March 7, 2016	CALUBIAN NATIONAL VOCATIONAL SCHOOL		SCHOOL	16083702002288	March 2021	
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WORK E	XPERIENCE.		(C	ontinue on separate sheet i	if necessary)				
iclude priva	te employme	nt. Start from your recent	work) Description	n of duties should be	indicated in the attached	Work Exper			
3. INCLUSIVE DATES (mm/dd/yyyy) POSITION TITLE (Write in full/Do not abbreviate)			DEPARTMENT / AGE	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP	STATUS OF APPOINTMENT	GOV		
From	То	(White in reliable not	abbreviate	(Write in full/Do not abbreviate)  VISAYAS STATE UNIVERSITY/GENERAL SERVICES		O/LD/III	(Format "00-0")/ INCREMENT	ACTORTMENT	(Y/ N)
11/02/2015	Present	CONSTRUCTION AND MAINTE	NANCE FOREMAN	DIVISION - IDBMU	RSITY/GENERAL SERVICES	15,840.00	8	CASUAL	YES
07/01/2009	10/31/2015	FOREMAN	BYAE	DIVISION - IDBMU	NOT THOUSE SERVICES	8,800.00	N/A	JOB ORDER	YES
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SIGNA	TURE	CON_2		MV	DATE	011/4	Januar	y 1, 2023	Tagrag

29. NAME & ADD	RESS OF ORGANIZATION	GOVERNMENT / PEOPLE / VOLUNTARY OR INCLUSIVE DATES		Property Charles	Presentation and request to be desired a least search		
	(Write in full)	(mm/d	d/уууу) То	NUMBER OF HOURS	belsindom, c	POSITION / NATURE OF WORK	
	A/A	N/A	N/A	N/A	nt Inematevo	within the fourth de AW. This Local Sc	
	If YES, give defails.						
	OW [V] PRV [7]			ive offense?	stleinimbe yr	s to yilling immort novel sever nov ever-	
	if YES, give details:						
	W Ly Es elle tet alle			77	ngo yna ejok	naka yaa been orminaay oharged he	
	Date Flad:						
II. LEARNING AND DEVELOPMEN	(Co T (L&D) INTERVENTIONS/TRAINING PR	ontinue on separate s		0			
	n and include only the relevant L&D/training taken fo			hief/Executive/Mana	gerial positions)		
	F LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS INCLUSIVE DATES OF ATTENDANCE		DANCE	NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY	
	(Write in full)	(mm/dd/yyyy)  From To				(Write in full)	
RATEGIC PLANNING WORKSHOP	sed built - If YES, give 12,ans;	02/15/2017	02/16/2017	16 hours	Managerial	VISAYAS STATE UNIVERSITY/OFFICE OF THE VICE PRESIDENT	
V WORKPLACE SEMINAR	Na esvera des	01/15/1995	01/15/1995	08 hours	Prevention	VISAYAS STATE UNIVERSITY HOSPITAL  LAND TRANSPORTATION OFFICE	
EMINAR ON DEFENSIVE DRIVING	Y, CUSTOMER SERVICE & PMS-OPES FOR	10/26/2016					
SD STAFF	r, COS TOMER SERVICE & PMS-OPES FOR	01/19/2010	01/19/2010	08 hours	Customer Service	VISAYAS STATE UNIVERSITY	
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II. OTHER INFORMATION	(Co	ontinue on separate :	sneet if necessary	<i>)</i>			
31. SPECIAL SKILLS and HOBBIES	32. NO	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)  NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)  33. MEMBERSHIP IN ASSOCIATION/ORG					
N/A		(Write in full)					
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SIGNATURE				D	ATE .	January 1, 2023	

34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed,	사용하다 보다 하는 사람들은 사용하는 사람들은 사람들이 되었다면 하는 것이 없는 사람들이 되었다.			
	a. within the third degree?	YES VO			
	b. within the fourth degree (for Local Government Unit - Care	eer Employees)?	☐ YES ☑ NO		
			If YES, give details:		
35.	a. Have you ever been found guilty of any administrative offe	ense?	☐ YES ✓ NO		
			If YES, give details:		
	b. Have you been criminally charged before any court?		☐ YES ☑ NO		
			If YES, give details:		
			Date Filed:		
	The second secon	TO THE THE PARTY OF THE PROPERTY OF THE PARTY OF THE PART	Status of Case/s:		
36.	Have you ever been convicted of any crime or violation of ar any court or tribunal?	☐ YES ☑ NO If YES, give details:			
37.	Have you ever been separated from the service in any of the	e following modes: resignation			
	retirement, dropped from the rolls, dismissal, termination, en (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 electron Barangay election)?		☐ YES		
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local	YES details:			
39.	Have you acquired the status of an immigrant or permanent	☐ YES ☑ NO			
			If YES, give details (country):		
40	Durayant to: (a) Indigenous Deeple's Act (DA 9274); (b) May	and Code for Disabled Develop (DA			
<b>7</b> 0.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),				
ì.	Are you a member of any indigenous group?	please answer the following items.	☐ YES ✓ NO		
			If YES, please specify:		
	Are you a person with disability?	☐ YES ☑ NO If YES, please specify ID No: ☐ YES ☑ NO If YES, please specify ID No:			
). 	Are you a solo parent?				
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /	/appointee)			
	NAME	ADDRESS	TEL. NO.		
NG	GR. MARIO LILIO P. VALENZONA	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	0917-6341514		
NG	GR. MARLON G. BURLAS	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	0917-6341520		
-	R. ROBERTO C. GUARTE	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	0917-3108078		
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized represe agree that any misrepresentation made in this document administrative/criminal case/s against me.	ent laws, rules and regulations of the entative to verify/validate the contents state	Republic of the LUCIO CPOLE JR		
	overnment Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)  LEASE INDICATE ID Number and Date of Issuance	ion scales and order			
H	evernment Issued ID: VSU ID				
H	License/Passport No.: V000895				
Signature (sign inside the bo					
L		Date Accomplished	Right Thumbmark		
	SUBSCRIBED AND SWORN to before me this 29	DEC 2023 , affiant exhibiting	g his/her validly issued government ID as indicated above.		
		ATTY. RYSAN C. GUINOCOR			
	and the second of the second o	VSU Civief Legal Officer			
	TIME	Person Administering Oat	38074328		

## **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: March 1, 2014 to Present
- Position: Construction Foreman
- Name of Office/Unit: Building and Housing Maintenance (PPO)
- Immediate Supervisor: Engr. Mario Lilio Valenzona
- Name of Agency/Organization and Location: VSU, Baybay City, Leyte
  - List of Accomplishments and Contributions (if any)
  - · Summary of Actual Duties
- 1. Supervise the Carpentry, Mason, Painter workers, PPO Job Order
- 2. Survey and Inspection of the VSU Building
- 3. Repair and Maintenance of Offices and Classrooms Buildings, VSU
- 4. Assist the supervisor to prepare of plans
- 5. Performs other related tasks as maybe assigned from time to time
- Duration: March 1, 2014 to Present
- Position: Construction Foreman
- Name of Office/Unit: Building Housing Maintenance
- Immediate Supervisor: Engr. Mario Lilio Valenzona
- Name of Agency/Organization and Location: VSU, Baybay City, Leyte
  - List of Accomplishments and Contributions (if any)
  - Summary of Actual Duties
- 1. Supervise the Carpentry, Mason, Painter workers, PPO Job Order
- 2. Survey and Inspection of the VSU Building
- 3. Repair and Maintenance of Offices and Classrooms Buildings, VSU
- 4. Assist the supervisor to prepare of plans
- 5. Performs other related tasks as maybe assigned from time to time

Attachment to CS Form No. 212

LUCTO C. POLE JR
(Signature over Printed Name of Employee/Applicant)

Date: 1/21/2024