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. 1. CS ID No. Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only) MUERTIGUE 2 SURNAME NAME EXTENSION (JR., SR) N/A FIRST NAME JESIBEL MIDDLE NAME LUFRANGCO 3. DATE OF BIRTH 10/3/1992 16 CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization Pls. indicate country: MAPGAP, BAYBAY CITY, LEYTE 4. PLACE OF BIRTH If holder of dual citizenship, please indicate the details. Male 5. SEX ✓ Female **Philippines** 30 DE DECIEMBRE ST Single ✓ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No Widowed Separated ZONE 23 Other/s: Subdivision/Village Barangay BAYBAY CITY LEYTE 7. HEIGHT (m) 1.49 m City/Municipality Province 42 kg 8. WEIGHT (kg) 7IP CODE 30 DE DECIEMBRE ST 18 PERMANENT ADDRESS 9 BLOOD TYPE A+ House/Block/Lot No ZONE 23 10. GSIS ID NO N/A Subdivision/Village Barangay **BAYBAY CITY** LEYTE 11. PAG-IBIG ID NO. 1211-2604-8041 City/Municipality 12-051363940-1 ZIP CODE 6521 12 PHILHEALTH NO 13. SSS NO 06-3226809-0 19. TELEPHONE NO. N/A 14 TIN NO 324766935-0000 20. MOBILE NO. 09169108769 15. AGENCY EMPLOYEE NO 21. E-MAIL ADDRESS (if any) lufrangco79@gmail.com **FAMILY BACKGROUN** 22. SPOUSE'S SURNAME MUERTIGUE 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME RODNEY N/A ARIOSA MIDDLE NAME OCCUPATION PHARMACIST EMPLOYER/BUSINESS NAME WESTERN LEYTE PROVINCIAL HOSPITAL BUSINESS ADDRESS PAN-PHILIPPINE HIGHWAY, BAYBAY CITY, LEYTE TELEPHONE NO N/A 24. FATHER'S SURNAME LUFRANGCO NAME EXTENSION (JR., SR) FIRST NAME PABLO Sr MIDDLE NAME NIEPEZ 25. MOTHER'S MAIDEN NAME SURNAME GUTAS FIRST NAME ELENA MIDDLE NAME MANLA (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL PERIOD OF ATTENDANCE NAME OF SCHOOL ACADEMIC HONORS BASIC EDUCATION/DEGREE/COURSE YEAR UNITS EARNED (if not graduated) LEVEL GRADUATED (Write in full) (Write in full) RECEIVED From To PAJO ELEMENTARY SCHOOL PRIMARY EDUCATION ELEMENTARY 1999 2005 N/A 2005 N/A BABAG NATIONAL HIGH SCHOOL SECONDARY HIGH SCHOOL 2005 2009 N/A 2009 N/A VOCATIONAL / N/A N/A N/A N/A N/A N/A N/A TRADE COURSE UNIVERSITY OF CEBU-LAPULAPU & 2011 & COLLEGE BS NURSING 2009 103 N/A N/A MANDAUF 2016 UINIVERSITY OF THE PHILIPPINES-OPEN BS EDUCATION STUDIES 2021 N/A N/A N/A present UNIVERSITY, LOS BAÑOS, LAGUNA GRADUATE STUDIES N/A N/A N/A N/A N/A N/A N/A SIGNATURE DATE 2021

7. CARE		ELIGIBILITY EVERA 1080 (BOARD/ BAR) UNDER PATING DATE OF					LICENSE (if	applicable)	
SPECIAL LAWS/CES/CSEE KATING			(If Applicable)	EXAMINATION / CONFERMENT				NUMBER	Date of Validity
CAREER SERVICE - SUBPROFFESIONAL			80.63%	8/4/2019	Maasin City			760875	10/3/2019
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New York Control			1	Continue on separate sheet i	f necessary)	A State La			
	XPERIENCE			er en					
INCLU	SIVE DATES	nt. Start from your recent				d Work Experi	SALARY/ JOB/ PAY		
(mr	(mm/dd/yyyy) POSITION TITLE (Write in full/Do not abbrevial			DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SER' (Y/ N)
		CLEDIA		COLLEGE OF FORES		553.40			
2/13/2018	present	CLERK		ENVIRONMENTAL SCIENCE & DEPARTMENT OF FOREST SCIENCE		DAILY	N/A	JOB ORDER	YES
1/16/2015	4/15/2016	CASHIER		VICSAL DEVELOPMENT CORPORATION		10,478/mon th	N/A	CONTRACTUAL	NO
9/10/2014	4/10/2015	CASHIER		CASHIERING DEPARTMENT-GAISANO GRAND GROUP OF COMPANIES		8,840/mont h	N/A	CONTRACTUAL	NO
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				Continue on separate sheet i	f necessary)	6(3/			10 10 10 10 10 10 10 10 10 10 10 10 10 1

VI. VOLUNTARY WORK OR INVOLVEMENT	IN CIVIC / NON-GOVERNMENT / P	EOPLE / VOI	LUNTARY OR	GANIZATION/S	3		
29. NAME & ADDRESS OF C		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	a 60 2 16 6 7	POSITION / NATURE OF WORK	
		From	То			(15) Call (150) (150 (150) (150 (150) (150) (150) (150) (150) (150) (150) (150) (150) (150) (150) (150) (150)	
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VII. LEARNING AND DEVELOPMENT (L&D)			sheet if necessar) ENDED	y)			
Start from the most recent L&D/training program and inclu				hief/Executive/Mana	agerial positions)		
30. TITLE OF LEARNING AND DEVELOPMENT INT	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS		INCLUSIVE DATES OF ATTENDANCE		Type of LD (Managerial/	CONDUCTED/ SPONSORED BY	
(Write in ful	II)	(mm/dd/yyyy) From To		NUMBER OF HOURS	Supervisory/ Technical/etc)	(Write in full)	
GENDER, CLIMATE, AND DISASTER RESILIENCE	CE: CHALLENGES OF EQUITY AND	3/1/2021	To 3/1/2021	4	TECHINICAL	CCARPH-NRC	
SUSTAINABILITY	25.7	11/27/2020	11/27/2020	4hrs		OFFICE OF THE PRESIDENT	
SO RE-AWARENESS SEMINAR		11/25/2020	11/26/2020	16hrs		OFFICE OF THE VICE PRESIDENT OF	
STRATEGIC PLAN MONITORING SEMINAR-WORKSHOP ON RECORDS MANAGEMENT & NAP FORM				400	Date 10 d	ACADEMIC AFFAIRS, VSU OFFICE OF HUMAN RESOURCE	
HRMIS CYBER SECURITY TRAINING			12/13/2019	8hrs.	100 120 1	MANAGEMENT, VSU OFFICE OF HUMAN RESOURCE	
IRMIS CIBER SECURITY TRAINING		12/18/2019	12/19/2019	16hrs	Market (A)	MANAGEMENT, VSU OFFICE OF HUMAN RESOURCE	
PDS TRAINING	nanas elim	11/26/2019	11/26/2019	4hrs		MANAGEMENT, VSU OFFICE OF HUMAN RESOURCE	
DRIENTATION WORKSHOP ON NEWLY HIRED	JOB ORDER EMPLOYEE IN VSU	01/14/2019	01/14/2019	8hrs.		MANAGEMENT, VSU	
HANDS-ON TRAINING ON HRMIS		09/06/2018	09/06/2018	8hrs.		OFFICE OF HUMAN RESOURCE MANAGEMENT, VSU	
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VIII. OTHER INFORMATION	(Conti	inue on separate	sheet if necessary	1			
	NON-	ACADEMIC DISTI	NCTIONS / RECOG	SNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATI	
31. SPECIAL SKILLS and HOBBIES	32.		e in full)	and the second		33. (Write in full)	
COMPUTER SKILLS: POWERTPOINT, WORD AND EXCEL	N/A					N/A	
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SIGNATURE	The state of the s	1	we manage	DA	ATE	6/3/204	

34. Are you related by consanguinity or affinity to the appointin chief of bureau or office or to the person who has immedial Bureau or Department where you will be apppointed,				
a. within the third degree?	YES NO			
b. within the fourth degree (for Local Government Unit - Ca	☐ YES ☑ NO If YES, give details:			
35. a. Have you ever been found guilty of any administrative of	fense?	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 a 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?			
38. a. Have you ever been a candidate in a national or local ele Barangay election)?	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 to 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 permanen	YES NO If YES, give details (country):			
 40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972) a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent? 	If YES, please specify: YES If YES, please specify ID No: YES YES If YES, please specify ID No:	NO		
41. REFERENCES (Person not related by consanguinity or affinity to applicant	t /appointee)			
NAME	ADDRESS	TEL. NO.		
DENNIS P. PEQUE	CFES, VSU, BAYBAY CITY, LEYTE	563-7552		
ANGELICA P. BALDOS	DFS, VSU, BAYBAY CITY, LEYTE	563-7552		
EDUARDO O. MANGAOANG	RCCRDC, VSU, BAYBAY CITY, LEYTE	563-7616	-	
42. I declare under oath that I have personally accomplishe complete statement pursuant to the provisions of pertin Philippines. I authorize the agency head/authorized repressagree that any misrepresentation made in this doc administrative/criminal case/s against me.	nent laws, rules and regulations of the entative to verify/validate the contents state	Republic of the dependence of the	РНОТО	
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance				
Government Issued ID: VSU ID	A DECEMBER OF THE PROPERTY OF			
ID/License/Passport No.: V01247	ox)			
Date/Place of Issuance: 5/12/2021-VSU	1/4	Right Thumbmark		
SUBSCRIBED AND SWORN to before me this	7 11 2021 , affiant exhibitin	ng his/her validly issued governmen	nt ID as indicated above.	
	ATTY, RYSAY C. GUINOCOR VSU OF Person Administering Oat	h		

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: 2018 February 13 Present
- Position: Clerk
- Name of Office/Unit: College of Forestry and Environmental Science
- Immediate Supervisor: Dr. Dennis P. Peque
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties

Receive, sort, file, and retrieve incoming and outgoing communications in instruction, research and extension. Coordinate, and facilitate other needs of the college, faculty, staff and students. Does other work as assigned and requested by the college dean/department head, faculty, staff and students.

JESIBEL V. MUERTIGUE
(Signature over Printed Name of Employee/Applicant)

Date: 6/3/2021