CS Form No. 212

SIGNATURE

Revised 2017 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 ( ) ( use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only 2 SURNAME TINAJA NAME EXTENSION (JR., SR) FIRST NAME **JENNIFER** MIDDLE NAME **GENDRANO** 3. DATE OF BIRTH 01/28/1993 16. CITIZENSHIP ☑ Filipino ☐ Dual Citizenship (mm/dd/vvvv) □by birth Dby naturalization 4. PLACE OF BIRTH **METRO MANILA** If holder of dual citizenship Pls. indicate country: please indicate the details. 5. SEX ☐ Male ☑ Female **☑** Single ☐ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No. ☐ Widowed Street ☐ Separated PANGASUGAN Other/s: Subdivision/Village Barangay BAYBAY LEYTE 1.46 7. HEIGHT (m) City/Municipality Province 42 8. WEIGHT (kg) ZIP CODE 6521-A 18. PERMANENT ADDRESS 9. BLOOD TYPE B+ House/Block/Lot No. Street PANGASUGAN 10 GSIS ID NO 02005850492 Subdivision/Village Barangay BAYBAY LEYTE 11. PAG-IBIG ID NO. 12-1-0225-2024 City/Municipality Province 12. PHILHEALTH NO 13-025234872-6 ZIP CODE 6521-A 13. SSS NO. N/A 19 TELEPHONE NO N/A 14. TIN NO 457-370-274 09107617575 15. AGENCY EMPLOYEE NO V01227 21. E-MAIL ADDRESS (if any) jennifer,tinaja@vsu.edu.ph 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) N/A FIRST NAME MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME TINAJA NAME EXTENSION (JR. SR) N/A CRISTITUTO FIRST NAME MONDAL MIDDLE NAME MOTHER'S MAIDEN NAME SURNAME GENDRANO FIRST NAME VENUS MIDDLE NAME ANDANAR (Continue on separate sheet if necessary) SCHOLARSHIP PERIOD OF ATTENDANCE HIGHEST LEVEL NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE ACADEMIC LEVEL UNITS EARNED GRADUATED (Write in full) (Write in full) HONORS (if not graduated) RECEIVED From To 1st Hon. ELEMENTARY HIPUSNGO ELEMENTARY SCHOOL PRIMARY EDUCATION 1999 2005 NIA 2005 Mentior SECONDARY **BAYBAY NATIONAL HIGH SCHOOL** SECONDARY EDUCATION 2005 2009 N/A 2009 N/A VOCATIONAL / N/A N/A N/A NIA NA TRADE COURSE COLLEGE VISAYAS STATE UNIVERSITY **BS IN AGRIBUSINESS** 2010 2014 N/A 2014 NIA GRADUATE STUDIES VISAYAS STATE UNIVERSITY MASTERS OF MANAGEMENT 2016 2017 **40 UNITS** 

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DATE

IV. CIVIL SERVICE ELIGIBILITY  27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER RATING				DATE OF					
SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE  Civil Service Eligible  81.6			EXAMINATION / CONFERMENT	TION / CONFERMENT		NUMBER	Date of Validity		
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. WORK	EXPERIENCE		La de Marie						
		Start from your recen	t work) Descripti	on of duties should b	e indicated in the attach	ed Work Exp	SALARY/ JOB/ PAY		GOV
		POSITION TI (Write in full/Do not		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	GRADE (if applicable)& STEP (Format "00-0")	STATUS OF APPOINTMENT	SERVIC (Y/N
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I. VOLUNTARY WORK OR INVOLVEMEN	IT IN CIVIC / NON-GOVERNMENT		/ PEOPLE / VOLUNTARY ORGANIZATI		N/S		
	NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy) From To			POSITION / NATURE OF WORK	
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LEARNING AND DEVELOPMENT (L&				of Executive Manager	rial positions)		
		INCLUSIVE DATES OF ATTENDANCE			Type of LD ( Managerial/	CONDUCTED/ SPONSORED BY	
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)		(mm/dd/yyyy)  From To		NUMBER OF HOURS	Supervisory/ Technical/etc)	(Write in full)	
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Frontliner and Excellent C	Customer Service	11/08/2022	11/10/2022	24.0	Technical	Personnel Officers of the Philippines (POAP)	
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I. OTHER INFORMATION	(Cc	ontinue on separate	sneet ii necessar	7			
31. SPECIAL SKILLS and HOBBIES	32. NO	N-ACADEMIC DISTII	NCTIONS / RECO	GNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
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34. Are you related by consanguinity or affinity to the appointin chief of bureau or office or to the person who has immedial	g or recommending authority, or to the te supervision over you in the Office,		
Bureau or Department where you will be approinted,		and the second s	
a. within the third degree?	☐ YES ☑ NO	N.S.W	
b. within the fourth degree (for Local Government Unit - Ca	reer Employees)?	☐ YES ☑ NO If YES, give details:	
35. a. Have you ever been found guilty of any administrative o	ffense?	☐ 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:		
			to whates the second
36. Have you ever been convicted of any crime or violation of any court or tribunal?	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 t dropped from the rolls, dismissal, termination, end of term, in the public or private sector?	ave you ever been separated from the service in any of the following modes: resignation, retirement, ropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) the public or private sector?		
38. a. Have you ever been a candidate in a national or local el Barangay election)?	ection held within the last year (except	☐ YES ☑ NO If YES, give details:	y Succession of the Control of the C
	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 permaner	eve you acquired the status of an immigrant or permanent resident of another country?		
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?	Are you a person with disability?		
41. REFERENCES (Person not related by consanguinity or affinity to applicant	nt /anogintee)	If YES, please specify ID No:	
NAME	ADDRESS	TEL. NO.	
MARIA ELSA M. UMPAD	President Office, VSU	055-56C-000-1000	
QUEEN-EVER Y. ATUPAN	CASH OFFICE, VSU	053-905-0600+1011	23
NICK FREDDY R. BELLO	ACCOUNTING OFFICE, VSU	053-9et-0600-1006	ATA
42. I declare under oath that I have personally accomplish complete statement pursuant to the provisions of pert Philippines. I authorize the agency head/authorized repre agree that any misrepresentation made in this do administrative/criminal case/s against me.	inent laws, rules and regulations of the sentative to verify/validate the contents st	e Republic of the ated herein.	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			
ID/License/Passport No.: V01227	Signature (Signature)	e box)	
Date/Place of Issuance: 0303-2021	Date Accomplished	THE RESIDENCE OF THE PROPERTY	Right Thumbmark
SUBSCRIBED AND SWORN to before me this	5 JAN 2023 , affiant exhit	iting his/her validly issued government l	D as indicated above.
	ATTY RYS C. GUINOC		
BIAG	Person Administering O	ath	700761/012