CS Form No. 212 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

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) 2. SURNAME ASILOM NAME EXTENSION (JR., SR) FIRST NAME VINCENT PAUL MIDDLE NAME CONCOLES 3. DATE OF BIRTH 11/17/1988 16. CITIZENSHIP ✓ Filipino ☐ Dual Citizenship (mm/dd/yyyy) by birth by naturalization **BAYBAY LEYTE** 4 PLACE OF BIRTH If holder of dual citizenship, Pls. indicate country: please indicate the details 5. SEX ✓ Male Female ☐ Single ✓ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS JOSE P. LAUREL House/Block/Lot No ☐ Widowed Separated DOMINGO C. VELOSO Other/s: Subdivision/Village Barangay BAYBAY LEYTE 7. HEIGHT (m) 5'7" City/Municipality Province 8. WEIGHT (kg) 66 ZIP CODE 6521-A 18. PERMANENT ADDRESS JOSE P. LAUREL "B" 9. BLOOD TYPE House/Block/Lot No. Street DOMINGO C. VELOSO NONE 10 GSIS ID NO Subdivision/Village Barangay BAYBAY LEYTE 11. PAG-IBIG ID NO. 1212-0167-9140 City/Municipality Province 13-201223255-5 12 PHILHEALTH NO ZIP CODE 6521-A NONE 13. SSS NO. 19. TELEPHONE NO. NONE 14 TIN NO 482-439-671 20. MOBILE NO. 09759748501 15. AGENCY EMPLOYEE NO. V01132 21. E-MAIL ADDRESS (if anv) asilomvincent88@gmail.com **FAMILY BACKGROUND DE LOS SANTOS** 22. SPOUSE'S SURNAME 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) III **JOMALYN** FIRST NAME MIDDLE NAME **GABIJAN** MARY MAILYN D. ASILOM 1/9/2012 **BRGY. TREASURER** OCCUPATION MARY PAULYN D. ASILOM 1/9/2012 EMPLOYER/BUSINESS NAME N/A VINCE MANVIR D. ASILOM 10/21/2019 **BUSINESS ADDRESS** N/A MAEVE VENICE D. ASILOM 4/29/2023 NONE TELEPHONE NO 24. FATHER'S SURNAME ASILOM NAME EXTENSION (JR., SR) SENIOR FIRST NAME ANTONIO **BORINAGA** MIDDLE NAME 25. MOTHER'S MAIDEN NAME CONCOLES SURNAME CORAZON FIRST NAME MIDDLE NAME VILLAR (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL/ NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE YEAR ACADEMIC LEVEL UNITS EARNED (Write in full) (Write in full) GRADUATED HONORS (if not graduated) RECEIVED From To BAYBAY SOUTH CENTRAL SCHOOL FIEMENTARY PRIMARY EDUCATION 1995 2001 GRADUATED 2001 NONE SECONDARY **BAYBAY NATIONAL HIGH SCHOOL** HIGH SCHOOL 2001 2005 GRADUATED 2005 NONE VOCATIONAL / TESDA SMAW NCII AUG 2011 NOV. 2011 GRADUATED 2011 NONE TRADE COURSE COLLEGE N/A N/A N/A N/A N/A N/A N/A GRADUATE STUDIES N/A N/A N/A N/A N/A N/A N/A SIGNATURE DATE 12-06-24

| | CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE (If Applica | | RATING (If Applicable) | DATE OF EXAMINATION / | PLACE OF EXAMINATION / CONFERMENT | | | LICENSE/(if a | Date of |
|-----------------------|---|------------------------|---------------------------|--------------------------|-----------------------------------|--|----------------|-------------------|---|
| BA | | | (II Applicable) | CONFERMENT | | → NUMBER ↑ | Validity | | |
| DRIVER'S LICENSE PROF | | | 11/14/2024 | LTO BAYBAY | | | H-12-20-001942 | 11/17/2034 | |
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| | | | (Co | ntinue on separate sheet | if necessary) | | | | |
| | EXPERIENCE ate employment. | Start from your recent | work) Description | of duties should be | indicated in the attached | l Work Experi | ience sheet | | |
| | INCLUSIVE DATES (mm/dd/yyyy) POSITION TITLE | | ITLE | DEPARTMENT / AGI | MONTHLY | SALARY/ JOB/ PAY GRADE (if | STATUS OF | GOVT | |
| From | (Write in full/Do not abbreviate) | | abbreviate) | (Write in full | SALARY | applicable)& STEP (Format "00-0")/ INCREMENT | APPOINTMENT | SERVICE (Y/ N) | |
| OV. 2012 | DEC.2013 | LABORE | R | VISAYAS STATE UNIVERSITY | | 220/DAY | N/A | JO | YES |
| AN.2014 | MAY.2014 | UTILITY/WELD | ER AIDE | VISAYAS STATE UNIVERSITY | | 240/DAY | N/A | JO | YES |
| ULY.2014 | NOV.15, 2018 | WELDER/MESENG | SER/UTILITY | VISAYAS STATE UNIVERSITY | | 300/DAY | N/A | JO | YES |
| IOV.16,2018 | DEC.31,2019 | ADMIN. AI | DE I | VISAYAS ST | ATE UNIVERSITY | 503.09/DAY | 1 | CASUAL | YES |
| AN.1,2020 | DEC.31,2020 | ADMIN. AI | DE I | VISAYAS ST | 529.05/DAY | 1 | CASUAL | YES | |
| AN.1,2021 | DEC.31,2021 | ADMIN. AI | DE I | VISAYAS STATE UNIVERSITY | | 547.00/DAY | 1 | CASUAL | YES |
| IAN.1,2022 | DEC.31, 2022 | ADMIN. AI | DE I | VISAYAS STATE UNIVERSITY | | 568.95/DAY | 1 | CASUAL | YES |
| JAN.1, 2023 | DEC.31,2023 | ADMIN. AI | DE I | VISAYAS ST | 590.91/DAY | 1 | CASUAL | YES | |
| JAN. 1, 2024 | PRESENT | ADMIN. AI | DE I | VISAYAS ST | 615.00/DAY | 1 | CASUAL | YES | |
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| VI_VOLUNTARY WORK OR INVOLVEMENT | N CIVIC / NON-GOVERNMENT . | PEOPLE / VO | LUNTARY OR | GANIZATION/S | | | |
|--|--|---|--|--|--|--|--|
| 29. NAME & ADDRESS OF C (Write in fu | | INCLUSIVE DATES (mm/dd/yyyy) From To | | NUMBER OF HOURS | POSITION / NATURE OF WORK | | |
| · N/A | the first the second | N/A | N/A | N/A | | N/A | |
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| | | ontinue on separate | | y) | | | |
| VII. LEARNING AND DEVELOPMENT (L&D) (Start from the most recent L&D/training program and inclu | | | | hief/Executive/Manag | verial positions) | | |
| 30. TITLE OF LEARNING AND DEVELOPMENT INT | EARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full) | | INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) | | Type of LD (Managerial/ Supervisory/ | CONDUCTED/ SPONSORED BY (Write in full) | |
| | From | То | | Technical/etc) | TECHNICAL EDUTATION & SKILLS DEVELOPMENT | | |
| SMAW NCII (TES | | 1/8/2011 | 11/16/2011 | 520.0 | Technical | AUTHORITY (TESDA) PERSONNEL OFFICERS ASSOCIATION OF THE | |
| FRONTLINE and EXCELLENT CU | STOMER SERVICE | 11/9/2022 | 11/11/2022 | 24.0 | Service | PHILIPPINES, INC. (POAP) | |
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| | Andrew Commission of Commissio | | | | | | |
| VIII. OTUED INFORMATION | (C | ontinue on separat | sheet if necessar | y) | | | |
| VIII. OTHER INFORMATION | N.F. | ON-ACADEMIC DIST | INCTIONS / PECO | GNITION | | MEMRED SHID IN ASSOCIATION (CROSS PARTY AT ION) | |
| 31. SPECIAL SKILLS and HOBBIES | 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) | | | | | | |
| WELDING | | N/A | | | | | |
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| | distribution of | tolololy 4 | 4 | | | Or this 2 12 (1 to 4 hours 2011), 1 age 3 014 | |

| 34. | Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate | 1. 1. | | | | |
|-----|--|---|--------------------------------|--|--|--|
| | Bureau or Department where you will be apppointed, | | | | | |
| | a. within the third degree? | ☐ YES ☑ | NO : | | | |
| | b. within the fourth degree (for Local Government Unit - Car | reer Employees)? | | NO | | |
| | | | If YES, give details: | | | |
| | | | | | | |
| 35. | a. Have you ever been found guilty of any administrative off | fense? | YES NO | | | |
| | | | If YES, give details: | | | |
| | | | | | | |
| | b. Have you been criminally charged before any court? | | | NO | | |
| | | If YES, give details: | | | | |
| | | Date Filed: Status of Case/s: | | | | |
| 26 | Have you ever been convicted of any crime or violation of a | | | | | |
| 30. | any court or tribunal? | illy law, decides, ordinance or regulation by | 1E3 F | √ NO | | |
| | | If YES, give details: | | | | |
| 97 | | | | | | |
| 31. | Have you ever been separated from the service in any of th retirement, dropped from the rolls, dismissal, termination, et | | YES If YES, give details: | ✓ NO | | |
| | (abolition) in the public or private sector? | | II TEO, giro dotallo. | | | |
| 38. | a. Have you ever been a candidate in a national or local ele | ection held within the last year (except | ☐ YES | ☑ NO | | |
| | Barangay election)? | | If YES, give details: | | | |
| | b. Have you resigned from the government service during the | the three (3)-month period before the last | ☐ YES ☑ NO | | | |
| | election to promote/actively campaign for a national or local | | If YES, give details: | | | |
| 39. | Have you acquired the status of an immigrant or permanen | it resident of another country? | ☐ YES | ✓ NO | | |
| | | | If YES, give details (or | | | |
| | | | | | | |
| 40. | Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma | | | | | |
| | 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? | | YES If YES, please specify: | ✓ NO | | |
| b. | Are you a person with disability? | | YES, please specify: | | | |
| | | | If YES, please specify ID | | | |
| C. | Are you a solo parent? | | YES | ☑ NO | | |
| | | | If YES, please specify ID |) No: | | |
| 41. | REFERENCES (Person not related by consanguinity or affinity to applicant | (/appointee) | | | | |
| | NAME | ADDRESS | TEL. NO. | | | |
| | MARIO LILIO P. VALENZONA | VSU, PPO, Baybay City | 9176341514 | | | |
| 1 | MARLON G. BURLAS | VSU, PPO, Baybay City | 9176341520 | (000) | | |
| | AMIEL R. ARMADA | VSU, PPO, Baybay City | 9154094809 | | | |
| 42. | I declare under oath that I have personally accomplished | | | | | |
| | complete statement pursuant to the provisions of pertir | | | VINCENT PAUL C. ASILOM | | |
| | Philippines. I authorize the agency head/authorized repress agree that any misrepresentation made in this docu | | | РНОТО | | |
| | administrative/criminal case/s against me. | and to deading the control of the | e the ming of | | | |
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| PL | overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance | | | and Hallan | | |
| | overnment Issued ID: LICENSE | | | | | |
| ID | /License/Passport No.: H-12-20-001942 | Signature (Sign inside the bo | | | | |
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| | | VSU Chief Legal Officer | | | | |
| | | Person Administering Oatl | 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: November 16, 2018 Present
- Position: Administrative Aide I
- Name of Office/Unit: Motor Pool Services Unit
- Immediate Supervisor: Marlon G. Burlas
- · Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- Summary of Actual Duties
 - . Prepares Administrative Documents, Sorting of Motor Pool/PPO ISO forms.
 - . Facilitate in Dispatching of VSU Vehicles & Heavy Equipment
 - . Messengerial
 - . Cleaning of Motor Pool Office & Surrounding

VINCENT PAUL C. ASILOM

(Signature over Printed Name of Employee/Applicant)

Date: (2-00-24