

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.

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)

I. PERSONAL INFORMATION

2. SURNAME	FLANDEZ		
FIRST NAME	DEAN RUFFEL		NAME EXTENSION (JR., SR)
MIDDLE NAME	REOMA		
3. DATE OF BIRTH (mm/dd/yyyy)	6/5/2019	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Hilongos, Leyte	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		Philippines
7. HEIGHT (m)	1.645m	17. RESIDENTIAL ADDRESS	874-A A. Mabini St.
8. WEIGHT (kg)	65kg		House/Block/Lot No Street
9. BLOOD TYPE	Type O		Zone 2
10. GSIS ID NO.	200435-1454		Subdivision/Village Barangay
11. PAG-IBIG ID NO.			Baybay City Leyte
12. PHILHEALTH NO.	13-000112070-1	City/Municipality Province	6521
13. SSS NO.		18. PERMANENT ADDRESS	874-A A. Mabini St.
14. TIN NO.	422-578-791-000	House/Block/Lot No Street	Zone 2
15. AGENCY EMPLOYEE NO.		19. TELEPHONE NO.	563-7958
		20. MOBILE NO.	09087896619
		21. E-MAIL ADDRESS (if any)	deanfandez06@gmail.com, deanruffel.fandez@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)		
MIDDLE NAME			
OCCUPATION			
EMPLOYER/BUSINESS NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME	FLANDEZ		
FIRST NAME	DOMINGO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	PIEZA		
25. MOTHER'S MAIDEN NAME			
SURNAME	REOMA		
FIRST NAME	ROSILA		
MIDDLE NAME	BADILLA		

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	Franciscan College of the Immaculate Conception (FCIC) and Visca Foundation Elementary School (VFES)		5/6/1996	3/30/2001		2001	
SECONDARY	Leyte State University Laboratory High School		5/6/2001	03/30/2005		2005	
VOCATIONAL / TRADE COURSE							
COLLEGE	Visayas State University	Bachelor of Elementary Education	5/6/2005	2/4/2009		2009	
GRADUATE STUDIES	University of San Carlos/ Leyte Normal University	Master in History/ Doctor of Philosophy in Social Science Research	5/11/2010	present		2014/ on going	

(Continue on separate sheet if necessary)

IV. CIVIL SERVICE ELIGIBILITY

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	LICENSE (if applicable)	
					NUMBER	Date of Validity
	Licensure Exam for Teachers passer	82.4	4/10/2009	Tacloban City	1048062	

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary) 11/19/2019

(Continue on separate sheet if necessary) 11/19/2019

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

(Start from the most recent L&D training program and include only the relevant L&D training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Graphic Design and Desktop Publishing	NA	Tau Omega Mu Fraternity and the Ladies Circle
Sketching and Painting		Knights of Columbus Council 7507

(Continue on separate sheet if necessary)

✓ 11/19/2019

34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,
a. within the third degree?
b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:
Date Filed: _____
Status of Case/s: _____

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by 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?

☐ YES☒ NO

If YES, give details:

38. 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 the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?

☐ YES☒ NO

If YES, give details: _____

☐ YES☒ NO

If YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ NO

If YES, give details (country):

40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 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?
b. Are you a person with disability?
c. Are you a solo parent?

☐ YES☒ NO

If YES, please specify: _____

☐ YES☒ NO

If YES, please specify ID No: _____

☐ YES☒ NO

If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Dr. Guinaldo Fernandez Jr.	VSU, Visca, Baybay City, Leyte	9224009161
Mr. Nestor Pacana	USC, Cebu City	9273223450
Dr. Jett Quebec	Tacloban City	9185459928

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head / authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.

JEAN RUFFEL R. FLANDEZ

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.: V00783

Date/Place of Issuance: 2013 - VSU, Baybay City

Signature (Sign inside the box)

11 / 19 / 2019

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 20 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
VSU LEGAL OFFICER
Person Administering Oath

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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: May 16, 2013 – present
- Position: Instructor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Guiraldo C. Fernandez, Jr.
- Name of Agency/Organization and Location: Visayas State University, Baybay City
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science and Humanities courses
 - Prepared and revised course syllabi in Social Sciences and Humanities courses
 - Participated on events and activities of the unit, department, college, and or the university.
 - Summary of Actual Duties
 - Responsible for the teaching of Social Science and Humanities subjects (ScSc 12n, ScSc 15, ScSc 16, ScSc 24, Humn 11, and Humn 12), preparation and revision of syllabi and other instructional materials of the said courses. Actively participate on activities of the university, department or unit.

- Duration: June 15, 2010 – March 30, 2013
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Guiraldo C. Fernandez, Jr.
- Name of Agency/Organization and Location: Visayas State University, Baybay City
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science and Humanities courses
 - Prepared and revised course syllabi in Social Sciences and Humanities courses
 - Participated on events and activities of the unit, department, college, and or the university.
 - Summary of Actual Duties
 - Responsible for the teaching of Social Science and Humanities subjects (ScSc 12n, ScSc 15, ScSc 16, ScSc 24, Humn 11, and Humn 12), preparation and revision of syllabi and other instructional materials of the said courses. Actively participate on activities of the university, department or unit.



DEAN RUFFEL FLANDEZ

(Signature over Printed Name
of Employee/Applicant)

Date: **NOVEMBER 19, 2019**