

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	BANZON		
FIRST NAME	JOAN ROSEMARIE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ABERCA		
3. DATE OF BIRTH (mm/dd/yyyy)	11/10/1984	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street PUROK 3 CAGBUHANGIN Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.63 m		
8. WEIGHT (kg)	58 kg	ZIP CODE	
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	House/Block/Lot No. Street PUROK 3 CAGBUHANGIN Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province
10. GSIS ID NO.	84111000076	ZIP CODE	6541
11. PAG-IBIG ID NO.	1700-0030-1404		
12. PHILHEALTH NO.	13-000073896-5		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	943-258-060	20. MOBILE NO.	09167159780
15. AGENCY EMPLOYEE NO.	V00570	21. E-MAIL ADDRESS (if any)	jbanzon@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	BANZON		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JUN CARLO	NAME EXTENSION (JR., SR)	CRYSTAL RAVEN A. BANZON	7/9/2007
MIDDLE NAME	PELAYO		CARLOS SANTINO A. BANZON	9/4/2011
OCCUPATION	GOVERNMENT EMPLOYEE			
EMPLOYER/BUSINESS NAME	ORMOC CITY LGU			
BUSINESS ADDRESS	ORMOC CITY, LEYTE			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ABERCA			
FIRST NAME	RENATO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	BETONIO			
25. MOTHER'S MAIDEN NAME				
SURNAME	VIRLY			
FIRST NAME	JOSEPHINE KATHLEEN			
MIDDLE NAME	ZAPANTA			

(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	ELEMENTARY	1991	1997	N/A	1997	N/A
SECONDARY	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	SECONDARY	1997	2001	N/A	2001	N/A
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	AMA COMPUTER COLLEGE	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY	2001	2005	N/A	2005	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF MANAGEMENT	2017	present	N/A		N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	August 2, 2021
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[illegible]


(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	
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DATE _____

August 2, 2021

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

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A				

(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)

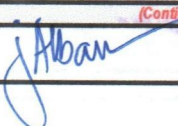
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Records Management Including HR Records	07/14/2021	07/16/2021	24.0	Management	Personnel Officers Association of the Philippines, Inc.
	Workplace Webinar 3 - Mental Health: Myths and Facts	06/27/2021	06/27/2021	3.0		Department of Business and Management, Visayas State University
	Personal Equity and Retirement Account	6/16/2021	6/16/2021	3.0		Economic and Financial Learning Office, Bangko Sentral ng Pilipinas
	Personal Financial Management	6/15/2021	6/15/2021	3.0	Management	Economic and Financial Learning Office, Bangko Sentral ng Pilipinas
	Coronavirus vaccine: Are you willing to take the shot?	2/23/2021	2/23/2021	2.0		Department of Biotechnology and University Services for Health, Emergency and Rescue, Visayas State University
	Is COVID Vaccine Right For You?	2/23/2021	2/23/2021	1.5		University of the Philippines Los Baños
	Rebuilding the Economy from the COVID-19 Pandemic: The Role of SUCs and HEIs	3/5/2021	3/5/2021	2.5		College of Management and Economics, Visayas State University
	Course on Strengthening Integrity and Accountability Amidst the COVID-19 Pandemic	12/02/2020	12/10/2020	24.0	Management	Civil Service Commission
	ISO 9001:2015 Awareness and Re-awareness Webinar	11/27/2020	11/27/2020	4.0	Clerical	Office of the President Visayas State University
	HRMIS Webinar on Document Tracking System	11/13/2020	11/13/2020	3.0	Clerical	Office of the VP for Administration and Finance Visayas State University
	Strategic Marketing for Inclusive and Sustainable Agribusiness	03/25/2018	03/25/2018	4.0	Management	Department of Business and Management, Visayas State University
	Creating, Managing, and Distributing Wealth: Leading the Innovation Challenge	02/16/2018	02/17/2018	16.0	Management	SBE - International Conference on Business and Economy
	Strengthening the Management Practices of Barangay Hipusngo Farmer's and Fisherfolks Association (BAHIFFA)	10/08/2017	10/08/2017	4.0	Management	Department of Business and Management, Visayas State University
	Scholarships for Graduate Studies (SGS)-Higher Education Institution Information Session	02/24/2017	02/24/2017	8.0	Clerical	Commission on Higher Education Region VIII
	HIV in the Workplace Seminar	12/09/2016	12/09/2016	4.0	Health Awareness	Visayas State University
	Re-orientation of Department Office Secretaries	11/15/2016	11/15/2016	4.0	Clerical	Visayas State University
	Orientation-Workshop on AY 2016-2017 HEMIS Data Collection using the CHED Electronic Collection and Knowledge (CHECK) System	09/09/2016	09/09/2016	4.0	Technical	Commission on Higher Education Region VIII
	Orientation on AY 2013-2014 CHED HEMIS Data Collection and Knowledge Systems (CHECK System)	07/25/2013	07/25/2013	8.0	Technical	Commission on Higher Education Region VIII

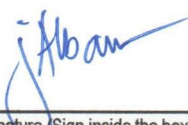
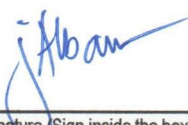


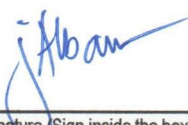



(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	MS OFFICE - WORD, EXCEL, POWERPOINT		N/A		N/A
	COOKING and BAKING				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	August 2, 2021
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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)?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____														
39. Have you acquired the status of an immigrant or permanent resident of another country?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____														
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)																
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>EDGARDO E. TULIN</td><td>VSU, Baybay City, Leyte</td><td>563-7067</td></tr><tr><td>PACIENCIA P. MILAN</td><td>VSU, Baybay City, Leyte</td><td>09484992730</td></tr><tr><td>MA. CLEOFE VELOSO</td><td>RTC, Baybay City, Leyte</td><td>335-4250</td></tr></tbody></table>			NAME	ADDRESS	TEL. NO.	EDGARDO E. TULIN	VSU, Baybay City, Leyte	563-7067	PACIENCIA P. MILAN	VSU, Baybay City, Leyte	09484992730	MA. CLEOFE VELOSO	RTC, Baybay City, Leyte	335-4250		
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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.																
<table><tr><td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID:</td><td>VSU ID</td></tr><tr><td>ID/License/Passport No.:</td><td>V000570</td></tr><tr><td>Date/Place of Issuance:</td><td>January 2, 2010/VSU Baybay City, Leyte</td></tr></table>	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.:	V000570	Date/Place of Issuance:	January 2, 2010/VSU Baybay City, Leyte	<table><tr><td colspan="2"></td></tr><tr><td colspan="2">Signature (Sign inside the box)</td></tr><tr><td colspan="2">Date Accomplished</td></tr></table>			Signature (Sign inside the box)		Date Accomplished		<div></div> <div></div> <div>Right Thumbmark</div>
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Date Accomplished																
SUBSCRIBED AND SWORN to before me this <u>01 OCT 2021</u> , affiant exhibiting his/her validly issued government ID as indicated above.																
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