

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	Gabunada		
FIRST NAME	Maria Vanessa	NAME EXTENSION (JR., SR)	N.A.
MIDDLE NAME	Estillore		
3. DATE OF BIRTH (mm/dd/yyyy)	03/07/1988	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	Hinunangan, Southern Leyte	If holder of dual citizenship, please indicate the details.	Philippines ▼
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	17. RESIDENTIAL ADDRESS	No.70 Kilbourne Drive House/Block/Lot No. Street Visca, VSU Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
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:	ZIP CODE	
7. HEIGHT (m)	1.49	18. PERMANENT ADDRESS	No.70 Kilbourne Drive House/Block/Lot No. Street Visca, VSU Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
8. WEIGHT (kg)	60 kgs	ZIP CODE	6521-A
9. BLOOD TYPE	O+	19. TELEPHONE NO.	563-0301
10. GSIS ID NO.	2004059704	20. MOBILE NO.	09498452085
11. PAG-IBIG ID NO.	121006622050	21. E-MAIL ADDRESS (if any)	mariavanessa.gabunada@vsu.edu.ph
12. PHILHEALTH NO.	13-000101370-0		
13. SSS NO.	NA		
14. TIN NO.	406700798000		
15. AGENCY EMPLOYEE NO.	V000701		

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	Gabunada	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Lourd Franz	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Macavinta	N.A.	
OCCUPATION	College Instructor	Lourd Franz E. Gabunada Jr.	Sept. 11, 2014
EMPLOYER/BUSINESS NAME	Visayas State University	Lady Faye E. Gabunada	Feb. 24, 2018
BUSINESS ADDRESS	VSU, Visca, Baybay City, Leyte	Francisco E. Gabunada III	Sept. 3, 2019
TELEPHONE NO.	563-0301	N.A.	N.A.
24. FATHER'S SURNAME	Estillore	N.A.	N.A.
FIRST NAME	Gregorio	Sr.	N.A.
MIDDLE NAME	Añabesa	N.A.	N.A.
25. MOTHER'S MAIDEN NAME		N.A.	N.A.
SURNAME	Erunia	N.A.	N.A.
FIRST NAME	Nena	N.A.	N.A.
MIDDLE NAME	Lota		

(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	HINUNANGAN EAST CENTRAL SCHOOL	Primary Education	1995	2001	Graduated	2001	7th H. mention
SECONDARY	HOLY ROSARY ACADEMY	Secondary Education	2001	2005	Graduated	2005	7th H. mention
VOCATIONAL / TRADE COURSE	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
COLLEGE	VISAYAS STATE UNIVERSITY	Bachelor of Arts in Elementary Education	2005	2009	Graduated	2009	Cum Laude
GRADUATE STUDIES	Visayas State University and Ateneo De Manila University	Master of Education Major in English and Doctor of Philosophy in English Language and Literature	2010/2013	2012/2018	Graduated	2012/2018	CHED&NCCA Scholarships

(Continue on separate sheet if necessary)

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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 ¹ (if applicable)	
					NUMBER	Date of Validity
	LICENSURE EXAMINATION FOR TEACHERS	78.8	OCT. 4, 2009	Tacloban, City	1048232	12/01/2010
	CIVIL SERVICE-ELIGIBLE	N.A.	03/04/2009	Palo, Leyte	10080280	01/04/2009
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE

[Signature]

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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.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	N.A.
	N.A.	N.A.	N.A.	N.A.	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 (in full)	(Write
		From	To				
	TRAINING-WORKSHOP ON PARAMETRIC AND NON-PARAMETRIC ANALYSIS FOR SOCIO-ECONOMIC RESEARCH USING SPSS	APRIL 4, 2019	APRIL 5, 2019	2 days	Educational	VISERDAC AND DEPT. OF ECONOMICS, VSU	
	LINGUISTIC SOCIETY OF THE PHILIPPINES INTERNATIONAL CONFERENCE	March 7, 2019	March 9, 2019	3 days	Educational	DLSU	
	NCCA RESEARCH PROGRAM TECHNICAL ASSISTANCE	April 12, 2019	April 13, 2019	2 days	Educational	NCCA	
	Training-Workshop on Writing Research Papers for Peer-Reviewed Publications	July 1, 2019	July 3, 2019	3 days	Educational	VISERDAC and Phi Delta	
	Kumperensya sa Araling Pilipinas (Wika, Kultura, Midya, at Internet)	Sept. 19, 2020	Sept. 19, 2020	1 day	Educational	De La Salle University	
	Division Webinar on Journal Writing and Research Publication	Feb. 17, 2021	Feb. 19, 2021	3 days	Educational	DepEd Division of Negros	
	Two Webinars on Filipino Knowledge Production	Sept. 17, 2021	Sept. 17, 2021	1 day	Educational	Division of Humanities, National	
	Pagbansay-bansay: A Review of the Local Languages and Literatures of Region 8 (Bienvenido S. Lumera Remembrance)	Sept. 30, 2022	Sept. 30, 2022	1 day	Educational	UPV Tacloban College	
	English as Medium of Instruction	Jan. 9, 2024	March 4, 2024	64 hours	Educational	Online Professional English Network, Ohio University	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	
	N.A.	N.A.	N.A.	N.A.	N.A.	N.A.	

(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)
	Computer Literacy		N.A.		Ateneo Center for Language Teaching
	Singing		N.A.		Linguistics Society of the Philippines
	Dancing		N.A.		National Research Council of the Philippines
	N.A.		N.A.		N.A.
	N.A.		N.A.		N.A.

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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)?

☐ 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.
Fe M. Gabunada	VSU, Visca, Baybay City, Leyte	0535650600-1040
Francisco G. Gabunada, Jr.	VSU, Visca, Baybay City, Leyte	9088952472
Guiraldo C. Fernandez, Jr.	VSU, Visca, Baybay City, Leyte	0535650600-1001

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.

PHOTO

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.: VOOO701

Date/Place of Issuance: VSU, Sept 2015

Signature (Sign inside the box)

April 28, 2024

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 09 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR
VSU Chief 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: June 15, 2010 – December 15, 2010
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Justiniano L. Seroy
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught Filipino and Humanities subjects
 - Designed and revised a number of course syllabi and instructional materials
- Summary of Actual Duties
 - Responsible for teaching Filipino and Humanities subjects, submitting grades and accomplishing other necessary requirements.

- Duration: January 5, 2011 – October 31, 2016
- Position: Instructor 1
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Guiraldo C. Fernandez Jr., Dr. Annie P. Gravoso
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught Filipino, Humanities, and English Subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
 - Responsible for teaching Filipino, Humanities subjects, and English (Started doing Doctorate studies)
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

- Duration: November 1, 2016 – June 30, 2019
- Position: INSTRUCTOR III
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City,

Leyte

- List of Accomplishments and Contributions (if any)
 - Taught English and major subjects of AB English.
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
 - Responsible for teaching English and major subjects of AB English.
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

- Duration: July 1, 2019 – September 14, 2022
- Position: ASSISTANT PROFESSOR I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Jett C. Quebec
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught English and major subjects of AB English.
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
 - Responsible for teaching English and major subjects of AB English.
 - Perform task assigned by the head, dean and other university authorities
 - Appointed as Section Head of DLABS Language and Humanities Section
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

- Duration: September 14, 2022 – April 22, 2024
- Position: ASSOCIATE PROFESSOR III
- Name of Office/Unit: Department of Arts, Languages, and Literature
- Immediate Supervisor(s): Dr. Ma. Theresa P. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught English and major subjects of AB English.
 - Planned and organized department activities as head
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DALL and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies

- Summary of Actual Duties
 - Responsible for teaching English and major subjects of AB English.
 - Perform task as head and other tasked assigned by the dean and other university authorities
 - Appointed as Head of DALL
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

- Duration: April 22, 2024 – Present
- Position: ASSOCIATE PROFESSOR V
- Name of Office/Unit: Department of Arts, Languages, and Literature
- Immediate Supervisor(s): Dr. Ma. Theresa P. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught English and major subjects of AB English.
 - Planned and organized department activities as head
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DALL and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies

- Summary of Actual Duties
 - Responsible for teaching English and major subjects of AB English.
 - Perform task as head and other tasked assigned by the dean and other university authorities
 - Appointed as Head of DALL
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

MARIA VANESSA E. GABUNADA

(Signature over Printed Name of
Employee/Applicant)

Date: 4-28-2024