

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	OMEGA		
FIRST NAME	RANDY		NAME EXTENSION (JR., SR) NA
MIDDLE NAME	GORGONIO		
3. DATE OF BIRTH (mm/dd/yyyy)	9/21/1972	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	N/A CLARO M. RECTO House/Block/Lot No. Street N/A N/A Subdivision/Village Barangay BAYBAY CIY LEYTE City/Municipality Province
7. HEIGHT (m)	5'9	ZIP CODE	6521
8. WEIGHT (kg)	102		
9. BLOOD TYPE	"0"	18. PERMANENT ADDRESS	N/A CLARO M. RECTO House/Block/Lot No. Street N/A N/A Subdivision/Village Barangay BAYBAY CIY LEYTE City/Municipality Province
10. GSIS ID NO.	066-0086-5684-5	ZIP CODE	6521
11. PAG-IBIG ID NO.	1700 0026 9222		
12. PHILHEALTH NO.	13-0000151956	19. TELEPHONE NO.	NONE
13. SSS NO.	06 146 1193-7	20. MOBILE NO.	09159753834
14. TIN NO.	915-327	21. E-MAIL ADDRESS (if any)	randy.omega@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V00374		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	OMEGA			
FIRST NAME	CIRILO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	URSOSA			
25. MOTHER'S MAIDEN NAME				
SURNAME	GORGONIO			
FIRST NAME	EPECITA			
MIDDLE NAME	ANGUS		(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	MONTEALEGRE COMMUNITY SCHOOL	PRIMARY EDUCATION	6/00/1985	6/00/1986	N/A	1986	VALEDIC TORIAN
SECONDARY	BAYBAY HIGH SCHOOL	HIGH SCHOOL	6/00/1986	6/00/1990	N/A	1990	FIRST HONORABLE MENTION
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT COMMUNICATION	6/00/1990	6/00/1994	N/A	1994	N/A
GRADUATE STUDIES	DE LA SALLE-COLLEGE OF SAINT BENILDE	MASTER OF SCIENCE IN TOURISM AND HOSPITALITY MANAGEMENT	9/00/2012	PRESENT	45	N/A	N/A

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
	N/A	N/A	N/A	N/A	N/A N/A

(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.								
28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0") INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
	From	To						
	1/1/2020	PRESENT	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	25,545.00		TEMPORARY	Y
	1/1/2019	PRESENT	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	25,545.00		TEMPORARY	Y
	1/1/2018	PRESENT	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	24,224.00		TEMPORARY	Y
	1/1/2017	PRESENT	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	23,257.00		TEMPORARY	Y
	6/1/2016	12/31/2016	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	22,328.00		TEMPORARY	Y
	1/1/2016	5/31/2016	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	22,328.00		TEMPORARY	Y
	6/1/2015	12/31/2016	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	21,436.00		TEMPORARY	Y
	6/1/2012	5/31/2015	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	21,436.00		TEMPORARY	Y
	10/28/2011	5/31/2012	INSTRUCTOR II	VISAYAS STATE UNIVERSITY	19,658.00		TEMPORARY	Y
	6/1/2011	10/27/2011	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	18,333.00		CONTRACTUAL	Y
	6/24/2010	5/31/2010	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	16,726.00		CONTRACTUAL	Y
	7/1/2009	6/23/2010	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	15,119.00		CONTRACTUAL	Y
	7/1/2008	6/30/2009	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	13,512.00		CONTRACTUAL	Y
	6/12/2008	6/30/2008	INSTRUCTOR I	VISAYAS STATE UNIVERSITY	12,284.00		CONTRACTUAL	Y
	7/1/2007	6/11/2008	ADMINISTRATIVE AIDE VI	VISAYAS STATE UNIVERSITY	8,791.00		PERMANENT	Y
	1/2/2007	6/30/2017	ADMINISTRATIVE AIDE VI	VISAYAS STATE UNIVERSITY	7,992.00		PERMANENT	Y
	12/1/2004	1/1/2007	ADMINISTRATIVE AIDE VI	VISAYAS STATE UNIVERSITY	7,796.00		PERMANENT	Y
	1/2/2004	11/30/2004	DEMO I	VISAYAS STATE UNIVERSITY	7,796.00		PERMANENT	Y
	7/1/2001	1/1/2004	DEMO I	VISAYAS STATE UNIVERSITY	7,606.00		PERMANENT	Y
	1/1/2001	6/30/2001	DEMO I	VISAYAS STATE UNIVERSITY	7,244.00		PERMANENT	Y
	1/1/2000	12/31/2000	DEMO I	VISAYAS STATE UNIVERSITY	6,585.40		CASUAL	Y
	1/1/1999	12/31//99	DEMO I	VISAYAS STATE UNIVERSITY	5,986.40		CASUAL	Y
	9/1/1998	12/31/1998	DEMO I	VISAYAS STATE UNIVERSITY	5,986.40		CASUAL	Y

(Continue on separate sheet if necessary)

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

(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			
	NONE					

(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)
	Tourguiding, Hosting, Print Layouting and Designing,Singing, Dancing		NONE		Eastern Visayas Tourism Association (EVTA)

(Continue on separate sheet if necessary)

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. ROTACIO GRAVOSO	Visayas State University, Baybay City, Leyte	
DR. MARIA JULIET C. CENIZA	Visayas State University, Baybay City, Leyte	
DR. MARLITO BANDE	Visayas State University, Baybay City, Leyte	

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.

RANDY G. OMEGA
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.: V00374

Date/Place of Issuance:

Signature (Sign inside the box)

December 4, 2020

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 23 FEB 2021, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA M.C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

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WORK EXPERIENCE SHEET

- Duration: January 1, 2021 to Present
- Position: Instructor II
- Name of Office/Unit: Department of Tourism and Hospitality Management
- Immediate Supervisor: Ms. Venice B. Ibañez
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions:
- Summary of Actual Duties:
 - ✓ Teaches assigned subjects and performs other teaching related functions

- Duration: January 1, 2020 to December 31, 2020
- Position: Instructor II
- Name of Office/Unit: Department of Tourism and Hospitality Management
- Immediate Supervisor: Ms. Venice B. Ibañez
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions:
 - ✓ Prepared teaching materials/guides and submitted to department head
 - ✓ Conducted examinations and quizzes
 - ✓ Checked test papers
 - ✓ Submitted grade sheets
 - ✓ Acted as chairman/member in different department and university committees
 - ✓ Participated in the co-curricular activities
- Summary of Actual Duties:
 - ✓ Teaches assigned subjects and performs other teaching related functions

- Duration: January 1, 2019 - December 31, 2019
- Position: Instructor 2
- Name of Office/Unit: Department of Tourism and Hospitality Management
- Immediate Supervisor: Ms. Venice B. Ibañez
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions:
 - ✓ Passed NC III assessment for Events Management
 - ✓ Passed NC II assessment for Tourism Services
 - ✓ Passed NC II assessment for Tourism Promotions
 - ✓ Prepared teaching materials/guides and submitted to department head
 - ✓ Conducted examinations and quizzes
 - ✓ Checked test papers
 - ✓ Submitted grade sheets
 - ✓ Acted as chairman/member in different department and university committees
 - ✓ Participated in the co-curricular activities
- Summary of Actual Duties:
 - ✓ Teaches assigned subjects and performs other teaching related functions

• Duration: January 1, 2018 – December 31, 2018
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Nancy V. Dumaguing
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Loyalty Award
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: January 1, 2017 – December 31, 2017
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Nancy V. Dumaguing
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: June 1, 2016 – December 31, 2016
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Nancy V. Dumaguig
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Outstanding Research and Development Extension Paper
✓ Best Research and Development Paper
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations/quizzes and checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: January 1, 2016 – May 31, 2016
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Nancy V. Dumaguig
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: June 1, 2015 – December 31, 2015
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Nancy V. Dumaguig
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions


• Duration: June 1, 2012 – May 31, 2015
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions
• Duration: October 28, 2011 – May 31, 2012
• Position: Instructor 2
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Keeper of Service Award
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations/quizzes and checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: June 1, 2011 – October 27, 2011
• Position: Instructor 1
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: June 24, 2010 – May 31, 2011
• Position: Instructor 1
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions
• Duration: July 1, 2009 – June 23, 2010
• Position: Instructor 1
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Finalist Best Environmental Project (NSTP Green Philippines Award 2009)
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations/quizzes and checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: July 1, 2008 – June 30, 2009
• Position: Instructor 1
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Loyalty Award
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations/quizzes and checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions

• Duration: June 12, 2008 – June 30, 2008
• Position: Instructor 1
• Name of Office/Unit: Department of Consumer and Hospitality Management
• Immediate Supervisor: Dr. Eunice I. Beray
• Name of Agency/Organization and Location: Visayas State University
• List of Accomplishments and Contributions:
✓ Prepared teaching materials/guides and submitted to department head
✓ Conducted examinations and quizzes
✓ Checked test papers
✓ Submitted grade sheets
✓ Acted as chairman/member in different department and university committees
✓ Participated in the co-curricular activities
• Summary of Actual Duties:
✓ Teaches assigned subjects and performs other teaching related functions


 RANDY G. OMEGA
 December 4, 2020