

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 box () 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	GRAVOSO		
FIRST NAME	ANNIE		
MIDDLE NAME	PARMIS		3. NAME EXTENSION (e.g. Jr., Sr.) N/A
3. DATE OF BIRTH (mm/dd/yyyy)	08/25/1971	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☒ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	MARGOSATUBIG, ZAMBOANGA DEL SUR	If holder of dual citizenship, please indicate the details:	Philippines
5. SEX	☐ Male ☒ Female	17. RESIDENTIAL ADDRESS	APARTMENT #49 KILBOURNE STREET VISCA PANGASUGAN Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	ZIP CODE	6521-A
7. HEIGHT (m)	1.65 meters	18. PERMANENT ADDRESS	APARTMENT #49 KILBOURNE STREET House/Block/Lot No. Street VISCA PANGASUGAN Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
8. WEIGHT (kg)	65.63	ZIP CODE	6521-a
9. BLOOD TYPE	A+	19. TELEPHONE NO.	N/A
10. GSIS ID NO.	006-0017-6727-8	20. MOBILE NO.	09154384726
11. PAG-IBIG ID NO.	1700-0025-1139	21. E-MAIL ADDRESS (if any)	gravoso.annie@gmail.com
12. PHILHEALTH NO.	12-000015312-6		
13. SSS NO.	N/A		
14. TIN NO.	186-751-391		
15. AGENCY EMPLOYEE NO.	V000256		

II. FAMILY BACKGROUND

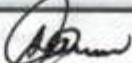
22. SPOUSE'S SURNAME	GRAVOSO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ROTACIO	NAME EXTENSION (JR., SR)	RONNIE EMMANUEL P. GRAVOSO	12/06/1994
MIDDLE NAME	SABONG		MARVIANA LOVELLA P. GRAVOSO	07/13/1996
OCCUPATION	TEACHING		NA	
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY		NA	
BUSINESS ADDRESS	BAYBAY CITY, LEYTE		NA	
TELEPHONE NO.	N/A		NA	
24. FATHER'S SURNAME	PARMIS		NA	
FIRST NAME	MARIANO	NAME EXTENSION (JR., SR)	NA	
MIDDLE NAME	RICORTE		NA	
25. MOTHER'S MAIDEN NAME			NA	
SURNAME	ANDOY		NA	
FIRST NAME	FLAVIANA		NA	
MIDDLE NAME	LOREJAS			

(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	MARGOSATUBIG REGIONAL PILOT SCHOOL	Primary	1978	1984	N/A	1984	Valedictorian
SECONDARY	PAX HIGH SCHOOL/MARGOSATUBIG ACADEMY	High School	1984	1988	N/A	1988	Salutatorian
COLLEGE	N/A	N/A	N/A	N/A	N/A		N/A
GRADUATE STUDIES	MINDANAO STATE UNIVERSITY-ILIGAN INSTITUTE OF TECHNOLOGY	AB-English (Linguistics)	1988	1992	N/A	1992	CUM LAUDE
POST GRADUATE STUDIES	VISAYAS STATE UNIVERSITY/CEBU NORMAL UNIVERSITY	MS-Language Teaching/Ed.D. English Language Teaching	1993/1999	1999/2008	N/A	1999/2008	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 25, 2017
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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 (If applicable)	
				NUMBER	Date of Validity
PD 907 -Honor Graduate	N/A	1993	Mindanao State University - Iligan Institute (MSU-IIT)	N/A	N/A

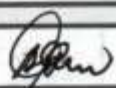
(Continue on separate sheet if necessary)

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) (A STEP (Forced 100-0% INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01/01/2017	PRESENT	Associate Professor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	39,151.00	SG-19	P	Y
01/01/2017	01/01/2017	Assistant Professor III	Department of Liberal Arts and Behavioral Sciences, Visayas State University	32,747.00	SG-17	P	Y
01/01/2016	12/03/2016	Assistant Professor III	Department of Liberal Arts and Behavioral Sciences, Visayas State University	30,831.00	SG-17	P	Y
01/01/2015	12/31/2015	Assistant Professor III	Department of Liberal Arts and Behavioral Sciences, Visayas State University	29,028.00	SG-17	P	Y
02/17/2014	12/31/2014	Assistant Professor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	24,887.00	SG-15	P	Y
05/01/2012	02/16/2014	Assistant Professor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	24,887.00	SG-15	T	Y
10/28/2011	05/31/2012	Assistant Professor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	22,888.00	SG-15	T	Y
06/01/2011	10/27/2011	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	19,558.00	SG-13	T	Y
06/24/2010	05/31/2011	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	17,880.00	SG-13	T	Y
07/01/2009	06/23/2010	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	16,101.00	SG-13	T	Y
07/01/2009	07/01/2009	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	16,101.00	SG-13	T	Y
07/01/2008	06/30/2009	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	14,323.00	SG-13	T	Y
07/01/2007	06/30/2008	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	13,021.00	SG-13	T	Y
12/01/2005	06/30/2007	Instructor II	Department of Liberal Arts and Behavioral Sciences, Visayas State University	11,837.00	SG-13	T	Y
11/01/2004	11/30/2005	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	11,167.00	SG-12	T	Y
11/01/2003	10/31/2004	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	11,167.00	SG-12	T	Y
11/01/2002	10/31/2003	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	11,167.00	SG-12	T	Y
07/01/2001	10/31/2002	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	11,167.00	SG-12	T	Y
01/01/2000	06/30/2001	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	10,635.00	SG-12	T	Y
11/01/1997	12/31/1999	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	9,668.00	SG-12	T	Y
01/01/1997	10/31/1997	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	8,118.00	SG-12	T	Y
01/01/1996	12/31/1996	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	6,568.00	SG-12	T	Y
07/19/1995	12/31/1995	Instructor I	Department of Liberal Arts and Behavioral Sciences, Visayas State University	5,240.00	SG-12	T	Y

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 25, 2017
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON- GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION.

[illegible]

(Continue on separate sheet if necessary)

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

33.	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)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	15TH ANNUAL INTERNATIONAL TESOL CONFERENCE	04/07/2017	04/09/2017	24.0	Teaching	The Asian EFL Journal/Women in TESOL
	FIRST INTERNATIONAL CONVENTION ON COMPETENCY BASED TEACHING (CBT) AND OUTCOME BASED EDUCATION (OBE)	02/24/2017	02/27/2017	16.0	Teaching	UNIVERSITY OF MAKATI
	POETRY AND CREATIVE WRITING SEMINAR	02/20/2017	02/20/2017	8.0	Teaching	Visayas State University
	GENDER SENSITIVITY TRAINING	03/17/2017	03/17/2017	8.0	Management	Visayas State University
	120 HOUR TESOL COURSE	09/13/2017	10/02/2017	120.0	Teaching	TESOL ASIA Group
	IELTS Content and Instruction	12/15/2017	12/18/2017	32.0	Teaching	Simple English Language School
	26th ANNUAL CONVENTION AND 4TH INTERNATIONAL CONFERENCE	05/13/2016	05/14/2016	16.0	Teaching	Speech Communication Organization of the Philippines (SCOP)
	INTERNATIONAL CONFERENCE OF OUTCOMES BASED EDUCATION (OBE) AND TRANSNATIONAL EDUCATION (THE): ONE WITH ASIAN	05/07/2015	05/08/2015	16.0	Teaching	International Distance Education Accreditation League, Inc.
	INTERNATIONAL SEMINAR-WORKSHOP ON THESIS ADVISING, CONTENT AND LANGUAGE CRITIQUING AND PANELING	04/23/2015	04/25/2015	24.0	Teaching	IELTI
	TEACHING REAL SPEAKING	04/20/2015	04/22/2015	24.0	Teaching	IELTH
	TRAINING-WORKSHOP IN WRITING AND REVIEWING RESEARCH ARTICLES FOR PEER-REVIEWED PUBLICATIONS	04/11/2015	04/15/2015	32.0	Teaching	VICARP, CHED, VSU, ATI-RTC
	NATIONAL TRAINING-WORKSHOP FOR PASUC CULTURE AND THE ARTS FESTIVAL ADJUDICATION	08/26/2016	08/28/2016	24.0	Management	Phil. Association for State Universities and Colleges (PASUC)
	ENGLISH IN ASEAN 2015: POLICY AND PEDAGOGY	10/25/2015	10/28/2015	24.0	Teaching	ACELT-Ateneo Center for English Language Teaching
	SUPERVISORY DEVELOPMENT COURSE TRACK 1	07/09/2014	07/11/2014	24.0	Supervisory	Civil Service Commission Region 8
	PAC and PALT 2013 JOINT INTERNATIONAL CONFERENCE	12/05/2013	12/07/2013	24.0	Teaching	PALTI, Univ of the Philippines - Diliman
	SEMINAR-WORKSHOP IN WRITING SCIENTIFIC ARTICLES FOR PEER-REVIEWED JOURNALS	09/18/2012	09/13/2012	8.0	Teaching	VSU Graduate Student Council, VSU Graduate School
	THE 5TH INTERNATIONAL CONFERENCE: TALKING ACROSS THE WORLD 2012	08/21/2012	08/22/2012	16.0	Teaching	The Hongkong Polytechnic University, City University of Hongkong
	READ LIT DISTRICT, THE 3RD PHILLIPPINE INTERNATIONAL LITERARY FESTIVAL	11/14/2012	11/16/2012	24.0	Teaching	National Book Development Board (NBDB)
	2012 ANNUAL RDE IN-HOUSE CONSULTATIVE REVIEW AND PLANNING WORKSHOP	05/02/2012	05/02/2012	8.0	Teaching	Office of the Vice President for Research and Extension Visayas State University
NA						

(Continue on separate sheet if necessary)

VII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS (RECOGNITION) (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Organizing Events	LOYALTY AWARD	TAU GAMMA PHI SIGMA
Scriptwriting		LIONS CLUB INTERNATIONAL
Directing		Speech Communication Organization of the Phils
Management		Catholic Women's League
Choreography		Brotherhood of Christian Businessmen and Professionals
Conceptualizing		

(Continue on separate sheet if necessary)

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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? ☐ YES ☒ NO

b. within the fourth degree (for Local Government Unit - Career Employees)? ☐ YES ☒ NO

If YES, give details: _____

35. a. Have you ever been found guilty of any administrative offense? ☐ YES ☒ NO

If YES, give details: _____

b. Have you been criminally charged before any court? ☐ YES ☒ NO

If YES, give details: _____

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)? ☐ YES ☒ NO

If YES, give details: _____

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: _____

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? ☐ YES ☒ NO

If YES, please specify: _____

b. Are you a person with disability? ☐ YES ☒ NO

If YES, please specify ID No: _____

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.
Dr. Anabella B. Tulin	Visca, Baybay City, Leyte	9176341534
Dr. Candelario L. Calibo	Visca, Baybay City, Leyte	9176342486
Dr. Remberto A. Patindol	Visca, Baybay City, Leyte	9176341454

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.

Government issued ID (e.g. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government issued ID: EMPLOYEE ID NUMBER ID/License/Passport No.: V000256 Date/Place of Issuance: January 2, 2010, VSU	 Signature (Sign inside the box) April 25, 2017 Date Accomplished	 Right Thumbmark
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SUBSCRIBED AND SWORN to before me this **MAY 02 2017**, affiant exhibiting his/her validly issued government ID as indicated above.


ATTY. RYSAN G. GUINOCOR
 Person Administering Oath