CS Form No. 212 Revised 2017

SIGNATURE

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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FO<u>RM.</u> 1. CS ID No. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. Gallego 2. SURNAME NAME EXTENSION (JR., SR) Marianne Joyce FIRST NAME MIDDLE NAME De Caiman 09/08/1994 16. CITIZENSHIP 3. DATE OF BIRTH ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization Pls. indicate country: If holder of dual citizenship, 4. PLACE OF BIRTH Inopacan, Leyte please indicate the details ✓ Male ✓ Female 5. SEX Centro ✓ Married 17. RESIDENTIAL ADDRESS Single 6 CIVIL STATUS Street House/Block/Lot No. Widowed Separated Guadalupe Other/s: Baranga. aivision/villac Inopacan Leyte 1.55 7. HEIGHT (m) City/Municipality Province 6522 70 **ZIP CODE** 8. WEIGHT (kg) Centro 18. PERMANENT ADDRESS 0+ 9. BLOOD TYPE Street House/Block/Lot No. Guadalupe N/A 10 GSIS ID NO. Subdivision/Village Barangay Inopacan Leyte 121165814434 11. PAG-IBIG ID NO. City/Municipality Province 6522 13-050173186-3 ZIP CODE 12. PHILHEALTH NO. 06-3714857-1 19. TELEPHONE NO. N/A 13. SSS NO. +63 971 460 3086 478-515-076 20. MOBILE NO. 14. TIN NO. ennairamjoyce08@gmail.com 21. E-MAIL ADDRESS (if any) V02174 15. AGENCY EMPLOYEE NO 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) 22. SPOUSE'S SURNAME Gallego NAME EXTENSION (JR., SR) 08/27/2024 Xianne Jefurei De Caiman Gallego Jeffrey FIRST NAME Diaz MIDDLE NAME OCCUPATION Computer Programmer III EMPLOYER/BUSINESS NAME VISAYAS STATE UNIVERSITY Visca, Baybay City, Leyte **BUSINESS ADDRESS** TELEPHONE NO. 0565 0600 FATHER'S SURNAME De Caiman NAME EXTENSION (JR., SR) Nestor FIRST NAME Ladrera MIDDLE NAME MOTHER'S MAIDEN NAME Luzon SURNAME Anecita FIRST NAME (Continue on separate sheet if necessary) MIDDLE NAME Sapiro SCHOLARSHIP HIGHEST LEVEL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE ACADEMIC NAME OF SCHOOL UNITS EARNED LEVEL GRADUATED HONORS (Write in full) (Write in full) (if not graduated To PRIMARY EDUCATION 2007 N/A NIA 2011 INOPACAN CENTRAL SCHOOL ELEMENTARY N/A 2011 N/A 2011 SECONDARY SCHOOL 2007 INOPACAN HIGH SCHOOL SECONDARY N/A N/A N/A N/A N/A N/A VOCATIONAL / TRADE COURSE BACHERLOR OF SCIENCE IN COMPUTER VIASAYAS STATE UNIVERSITY 2011 2016 N/A 2016 N/A COLLEGE SCIENCE N/A N/A N/A N/A N/A N/A **GRADUATE STUDIES** N/A November

28,2024

DATE

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27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE N/A				DATE OF EXAMINATION / CONFERMENT	TION / CONFE	RMENT	LICENSE (if a	Date of	
				CONFERMENT				HOMBER	Validity
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	EXPERIENCE ate employme	nt. Start from your recen	t work) Description	n of duties should he	indicated in the attache	nd Work Evn	orionco shoo		
28. INCLU	ISIVE DATES	POSITION TITLE		DEPARTMENT / AGENCY			SALARY/ JOB/ PAY GRADE (if		GOVT
From	m/dd/yyyy) To	abbreviate	(Write in full/Do not	full/Do n	(Write in ot abbreviate)	MONTHLY SALARY	applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	SERVICE (Y/N)
07/16/2024	Present	Science Aide		VSU - EXTE	₱ 18,209.00	N/A	CONTRACTUAL	Υ	
01/02/2024	06/30/2024	MEDIA PRODUCTION	SPECIALIST		ENSION OFFICE	P 1,037.70	N/A	JOB ORDER	Y
09/01/2023	12/31/2023	SCIENCE RESEARCH SPECIALIST		VSU - EXTENSION OFFICE		₽ 914.07	N/A	JOB ORDER	Υ
01/01/2023	08/31/2023	CLERK DESIGNATED AS Ddrc		VSU - EXTENSION OFFICE		₱ 603.40	N/A	JOB ORDER	Y
08/22/2022	12/31/2022	SCIENCE RESEARCH ASSISTANT		VSU - EXTENSION OFFICE		₱ 588.05	N/A	JOB ORDER	Y
06/16/2021	06/08/2022	SECRETARY cum RECEPTIONIST		CHINESE LANGUAGE INSTITUTE MIDDLE EAST		د.ا. 2,500.00	N/A	CONTRACTUAL	N
04/24/2019	04/23/2021	SECRETARY cum RECEPTIONIST		AL RASHID TRANSPORT AND CLEARINING EST.		3,000.00	N/A	CONTRACTUAL	N
12/06/2017	03/29/2019	SECRETARY cum RECEPTIONIST CUSTOMER SERVICES REPRESENTATIVE		ADVANCD ENGINEERING & TECHNICAL WORKS LLC AZPIRED INC.		3,000.00 .j.a	N/A	CONTRACTUAL	N
01/11/2016	09/23/2017						N/A	PERMANENT	N
11/09/2015	12/31/2015 SECRETARY		Υ	DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)		₱ 8,000.00	N/A	JOB ORDER	Y
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VI. VOLUNTARY WORK OR INVOLVEMENT I	N CIVIC / NON-GOVERNMENT	T/PEOPLE/	VOLUNTARY	ORGANIZATION	VS		
29. NAME & ADDRESS OF OR (Write in full)		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK		RE OF WORK
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			te sheet if necessa	ary)			
VII. LEARNING AND DEVELOPMENT (L&D) I							
(Start from the most recent L&D/training program and include	e only the relevant L&D/training taken to			Chief/Executive/Mana	gerial positions)		
30. TITLE OF LEARNING AND DEVELOPMENT INTER	RVENTIONS/TRAINING PROGRAMS	ATT	IVE DATES OF ENDANCE	NUMBER OF HOURS	Type of LD (Managerial/	CONDUC	CTED/ SPONSORED BY
(Write in full)			n/dd/yyyy)	NOMBER OF HOOKS	Supervisory/ Technical/etc)	Territary was	(Write in full)
Land M.Charles Davidson Development		From	То	F = 275 T x 26 Z			
Level II Cluster Review Presentation	Cinancial Administrativa	10/24/2022	10/24/2022	8.0	Technical	VSU-Vicarp & RRDE	the state of the second
Re-Orientation on the Documentary Requirements for Transaction	Financial Administrative	12/06/2022	12/06/2022	4.0	Supervisory	Visayas State Unive	rsity
Mental Health Wellness Seminar		04/23/2023	04/23/2023	4.0	Foundation	VSU HRMO & Usher	10 10 10 A 2 A 2 A 2
Data Privacy Act of 2022 Privacy Impact Assessment a	and RA 11032 Act of 2018	08/11/2023	08/11/2023	8.0	Technical	LDHRAO - Visayas S	State University
Awareness Seminar In-House Training on Republic Act 9184 and It's 2016 r	revised Implementing Rules and						
Regulation for the Visayas State University		08/22/2023	08/24/2023	24.0	Technical	OVPPRGAS - Visaya	s State University
ISO 9001:2015 Awareness and Re-Awareness Seminar	Manage and the second	09/29/2023	09/29/2023	4.0	Technical	VSU - Quality Assurance Center	
Continuition for Microsoft 365 A3 Subscription End-U	Jser Training	09/12/2023	09/12/2023	2.0	Technical	VSU - Office of the H Development	lead of Instructional Materials
Orientation of Guidelines and Proceedures on Process	s/Services of the Offices under	2/23/2024	2/23/2024	8.0	Technical	LDHRAO - Visayas S	State University
Administrative Services Office (ASO) Financial Transaction Forum	B-4	3/20/2024	3/20/2024	8.0	Technical	The state of the s	State University Budget &
		+		-		Accounting Office	
In-House Seminar-Workshop on Basic Records and Ar	rchives Management (BRAM)	7/30/2024	7/31/2024	16.0	Technical	Visayas State Univer	rsity
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VIII. OTHER INFORMATION							
A ODERW SWILLS AUGUSTS	NOI	N-ACADEMIC DIST	TINCTIONS / RECO	OGNITION		MEMBERSHIP I	IN ASSOCIATION/ORGANIZATION
31. SPECIAL SKILLS and HOBBIES	32.	(W	rite in full)			33. MEMBEROIT	(Write in full)
Reading Books/ eBooks		N	IA			77-20-83	N/A
Dancing & Singing							
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Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediat Bureau or Department where you will be approinted,	g or recommending authority, or to the te supervision over you in the Office,				
a. within the third degree?		YES NO			
b. within the fourth degree (for Local Government Unit - Ca	☐ YES ☑ NO If YES, give details:				
a. Have you ever been found guilty of any administrative of	YES NO NO If YES, give details:				
b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed:				
	And the second second	Status of Case/s:			
Have you ever been convicted of any crime or violation of a by any court or tribunal?	any law, decree, ordinance or regulation	☐ YES ☑ NO If YES, give details:			
Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, evout (abolition) in the public or private sector?	YES NO If YES, give details: Resignation and End of Contract				
a. Have you ever been a candidate in a national or local ele Barangay election)?	ection held within the last year (except	☐ YES ☑ NO If YES, give details:			
b. Have you resigned from the government service during to last election to promote/actively campaign for a national or	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?				
Have you acquired the status of an immigrant or permaner	YES NO If YES, give details (country):				
Are you a member of any indigenous group? Are you a person with disability? Are you a solo parent?	e you a person with disability?				
REFERENCES (Person not related by consanguinity or affinity to applican	nt (appointee)	If YES, please specify ID No:			
NAME	ADDRESS	TEL. NO.	-		
Joycee Lou Lopez	Danao City, Cebu City	9176714885			
Loida Clamor	Abu Dhabi, UAE	971 56 53 1567			
Luxin Wei	Abu Dhabi, UAE	971 56 641 1710			
I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertin Philippines. I authorize the agency head/authorized repres I agree that any misrepresentation made in this do administrative/criminal case/s against me.	nent laws, rules and regulations of the sentative to verify/validate the contents st	Republic of the attention			
PLEASE INDICATE ID Number and Date of					
Government Issued ID: Passport		425			
D/License/Passport No.: P7335884B	box)				
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SUBSCRIBED AND SWORN to before me this	, affiant exhi	oiting his/her validly issued government	ID as indicated above.		
	Person Administering O	ath.			

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