


VISAYAS STATE UNIVERSITY PERSONAL DATA SHEET For Job Order Workers															
Print legibly. Mark appropriate boxes <input type="checkbox"/> with " <input checked="" type="checkbox"/> " and use separate sheet if necessary.															
1. SURNAME FIRST NAME MIDDLE NAME		C O N D E													
		A L L E N B R I A N													
		Y A M I T										2. NAME EXTENSION (e.g. Jr., Sr.)			
3. DATE OF BIRTH (mm/dd/yyyy)				08/19/1988		11. PRESENT ADDRESS			Brgy. Candadam, Baybay City, Leyte						
4. PLACE OF BIRTH		Butuan City, Agusan Del Norte													
5. SEX		<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female				12. ZIP CODE			6521 - A						
6. CIVIL STATUS		<input type="checkbox"/> Single <input type="checkbox"/> Widowed				13. TEL. NO./CEL. NO.			099-9880-3433						
		<input checked="" type="checkbox"/> Married <input type="checkbox"/> Separated				14. PHILHEALTH NO.			12 - 050571-8327						
		<input type="checkbox"/> Annulled <input type="checkbox"/>				15. TIN			274 - 015 - 544 - 000						
7. CITIZENSHIP		FILIPINO		9. WEIGHT (kg)		82		16. PAG-IBIG ID NO.			167001916478				
8. HEIGHT (m)		5'10"		10. BLOOD TYPE		O+		17. EMAIL ADDRESS			allenconde36@gmail.com / allen.conde@vsu.edu.ph				
17. SPOUSE'S SURNAME FIRST NAME MIDDLE NAME		PALERMO						18. NAME OF CHILD (Write full name and list all)				DATE OF BIRTH (mm/dd/yyyy)			
		LADIE ANNE						ALFONZO SEBASTIAN P. CONDE				05/03/2016			
		GASES													
19. HIGHEST EDUCATIONAL ATTAINMENT (Please check and underline the specific)		<input type="checkbox"/> Elementary (Grade ____ / Graduated)													
		<input type="checkbox"/> High School (1st, 2nd, 3rd, 4th, Graduated)													
		<input checked="" type="checkbox"/> College (1st, 2nd, 3rd, 4th, <u>Graduated</u>) Degree: <u>Bachelor in ICT</u>													
20. CAREER SERVICE ELIGIBILITY		<input type="checkbox"/> Professional <input type="checkbox"/> Sub-Professional <input type="checkbox"/> Others, Specify:													
21. WORK EXPERIENCE INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)		DEPARTMENT / AGENCY / OFFICE / COMPANY /PROJECT (Write in full)		SALARY (Daily or Monthly)		STATUS OF APPOINTMENT (Perm/Temp/ Job Order)		GOV'T SERVICE (Yes / No)					
From		To													
October 17, 2023		December 31, 2023		Deputy Data Records Controller		Visayas State University (IHK)		P603.40/day		Job Order		YES			
April 17, 2023		October 17, 2023		AACCUP Data Gatherer		Visayas State University (IHK)		P603.40/day		Job Order		YES			
January 16, 2022		February 24, 2023		Health Care Assistant		MaryCare Limited				Casual		NO			
February 2, 2020		March 10, 2023		Front of House Servery Supervisor		University of Otago				Permanent		NO			
November 2017		December 31, 2019		Administrative Aide		Visayas State University Integrated High School		P300.00 daily		Job Order		YES			
July 2014		July 2017		Research Associate		Visayas State University Phil-LIDAR		P35,000.00/Month		Job Order		YES			
22. SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)		Proficiency (Please check)										REMARKS			
		Highly Skilled		Average		Fair									
Computer Skills		✓													
Keyboard Typing		✓													
Driving Car and Motorcycle		✓													
23. RELEVANT TRAININGS SEMINAR/WORKSHOP ATTENDED (Write in full)		INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)				NUMBER OF HOURS		CONDUCTED/ SPONSORED BY (Write in full)							
		From		To											
Essential First Aide Course		12/03/2020		12/04/2020		16 hrs		New Zealand Red Cross							
I hereby declare that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.															
24. COMMUNITY TAX CERTIFICATE NO. <u>CC12022 09446270</u> ISSUED AT: <u>BAYBAY CITY, LEYTE</u> ISSUED ON (mm/dd/yy): <u>1/3/2024</u>															
SIGNATURE : _____ DATE ACCOMPLISHED: (mm/dd/yyyy) _____															

IV. CIVIL SERVICE ELIGIBILITY

29. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE/ TESDA/NCC	RATING	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	DATE OF RELEASE
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
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N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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(Continue on separate sheet if necessary)

VI. SPECIAL SKILLS

31. SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)	Proficiency		
	Highly Skilled	Average	Fair
Computer Skill Software / Hardware Repair	✓		
Computer Typing	✓		
Driving Car and Motorcycle	✓		

(Continue on separate sheet if necessary)


VII. TRAINING PROGRAMS (Start from the most recent training.)

32. TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	CONDUCTED/ SPONSORED BY (Write in full)
	From	To		
BASIC LIFE SUPPORT WITH CPR 2020 GUIDELINES WITH AED, FBAO & BVM APPLICATION, FIRST AID TRAINING	03/04/2024	03/06/2024	24	UNIVERSITY DISASTER RISK REDUCTION MANAGEMENT AND SECURITY SERVICES OFFICE (UDRRMSSO) - VSU
HUMAN RESOURCES INFORMATION SYSTEM SOFTWARE ONBOARDING VIA ZOOM	12/06/2023	12/06/2023	8	HUMAN RESOURCE MANAGEMENT OFFICE - VSU
"UNLOCKING EXCELLENCE " THE 5S REVOLUTION FOR CLERKS AND HEADS	11/29/2023	11/29/2023	8	HUMAN RESOURCE MANAGEMENT OFFICE - VSU
ISO 9001:2015 AWARENESS & RE-AWARENESS WEBINAR	08/29/2023	08/29/2023	8	QUALITY ASSURANCE CENTER - VSU
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(Continue on separate sheet if necessary)

<p>36. Are you related by consanguinity or affinity to any of the following :</p> <p>a. Within the third degree with the appointing authority, recommending authority, chief of office/bureau/department or person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed?</p>	<p>If YES, give details:</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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(Continue on separate sheet if necessary)

VI. SPECIAL SKILLS					
22. SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)	Proficiency (Please check)			REMARKS	
	Highly Skilled	Average	Fair		
Computer Skill Software / Hardware Repair	✓				
Computer Typing	✓				
Driving Car and Motorcycle	✓				
VII. TRAINING PROGRAMS (Start from the most recent training.)					
23. TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	CONDUCTED/ SPONSORED BY (Write in full)	
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ISO 9001:2015 AWARENESS & RE-AWARENESS WEBINAR	08/29/2023	08/29/2023	8	QUALITY ASSURANCE CENTER - VSU	
Essential First Aid Course	12/03/2020	12/04/2020	16	New Zealand Red Cross	
24. Are you related by consanguinity or affinity to any of the following : a. Within the third degree with the appointing authority, recommending authority, chief of office/bureau/ department or person who has immediate supervision over you in the Office,Department/Project where you will be appointed?	<div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div>_____</div> <div>_____</div>				
25. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)					
NAME	ADDRESS	TEL. NO.			
Dr. Aleli Villocino	Visayas State University				
Dr. Charis B. Limbo-Rivera	Visayas State University	+63 948 5105 847			
Dr. Shalom Grace C. Sugano	Visayas State University	+63 953 563 0541			
26. I declare under oath that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I also authorize the agency head / authorized representative to verify / validate the contents stated herein. I trust that this information shall remain confidential.					
<div><div>CCI2022 09446270</div><div>COMMUNITY TAX CERTIFICATE NO.</div></div> <div><div>BAYBAY CITY, LEYTE</div><div>ISSUED AT</div></div> <div><div>01/03/2024</div><div>ISSUED ON (mm/dd/yyyy)</div></div>		<div><div></div><div>SIGNATURE (Sign inside the box)</div><div></div><div>DATE ACCOMPLISHED</div></div>		<div><div></div><div>RIGHT THUMBMARK (REQUIRED)</div></div>	