

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 ☐ yes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT write in the spaces provided. (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	JUANILLO				
FIRST NAME	KAY	NAME EXTENSION (JR., SR) NA			
MIDDLE NAME	TEPAIT				
3. DATE OF BIRTH (mm/dd/yyyy)	1/3/1998	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	BOGO CITY. CEBU	If holder of dual citizenship, please indicate the details.	Philippines		
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female				
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	ARMENIA BOARDING HOUSE N/A House/Block/Lot No. Street N/A GUADALUPE Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521 LEYTE		
7. HEIGHT (m)	1.47	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A GAIRAN Subdivision/Village Barangay BOGO CEBU City/Municipality Province		
8. WEIGHT (kg)	53		ZIP CODE	6010	
9. BLOOD TYPE	O		19. TELEPHONE NO.	NA	
10. GSIS ID NO.	N/A			20. MOBILE NO.	09353630108
11. PAG-IBIG ID NO.	121237438191				21. E-MAIL ADDRESS (if any)
12. PHILHEALTH NO.	12-250730327-5	ZIP CODE			
13. SSS NO.	N/A				
14. TIN NO.	729-543-397				
15. AGENCY EMPLOYEE NO.	N/A				

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	JUANILLO			
FIRST NAME	JONATHAN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	TUDIO			
25. MOTHER'S MAIDEN NAME				
SURNAME	TEPAIT			
FIRST NAME	IDA			
MIDDLE NAME	BATERNA		(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	BOGO CENTRAL SCHOLL II	PRIMARY EDUCATION	SY 2004-2005	SY 2009-2010	NA	2010	N/A
SECONDARY	ST. LOUISE DEMARILLAC COLLEGE OF BOGO	HIGH SCHOOL	SY 2010-2011	SY 2013-2014	NA	2014	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	NA	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY (MAIN CAMPUS)	AB ENGLISH LANGUAGE	SY 2014-2015	SY 2017-2018	NA	2018	CUM LAUDE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY (MAIN CAMPUS)	MASTER OF SCIENCE IN LANGUAGE TEACHING	SY 2018-2019	present	37UNITS	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	NA	NA

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	September 12, 2021

#### **IV. CIVIL SERVICE ELIGIBILITY**

[illegible]

**(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 s***

[illegible]

**(Continue on separate sheet if necessary)**

<b>SIGNATURE</b>		<b>DATE</b>	September 12, 2021	
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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			
	LTNG Masterands, Visayas State Univerity	8/1/2020	12/1/2020		Community Outreach	
	LTNG Masterands, Visayas State Univerity	8/1/2019	12/1/2019		Community Outreach	
	LT 217 Masterands, Visayas State Univerity	1/1/2019	6/1/2019		Community Outreach	
	LT 212 Masterands, Visayas State Univerity	8/1/2018	12/1/2018		Community Outreach	
	Tau Omega Mu	12/13/2018	12/13/2018	12	Medical Mission	
	Farmers and Fisherfolks	5/28/2018	5/28/2018	6	Service	
	College of Arts and Science-Supreme Student Council	12/7/2017	12/7/2017	12	Community Outreach	
(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 in full) (Write	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			
	Applied Research and Action Research	7/10/2021	7/10/2021	3.0	Curriculum	Institute of Global Professionals
	Building Bridges to the New Normal.	7/7/2021	7/7/2021	3.0	Curriculum	Institute of Global Professionals
	Empowerment of Women in the Digital Tech	7/7/2021	7/7/2021	3.0	Curriculum	Institute of Global Professionals
	Teaching Model with Multi-Approach	6/10/2021	6/10/2021	2.0	Curriculum	Institute of Global Professionals
	Multidisciplinary Reasarch and Teaching	4/25/2021	4/26/2021	4.0	Curriculum	Institute of Global Professionals
	Face to Fce Storytelling: Freedom to Share Physical and Sensory Space	3/11/2021	3/11/2021	1.0	Curriculum	Teaching English British Council
	Modern Perspectives in Language, Literature, and Education	4/25/2021	4/25/2021	2.0	Curriculum	Institute of Global Professionals
	Research and Statistics the Easy Way	4/13/2021	4/13/2021	2.0	Curriculum	Institute of Global Professionals
	Language and Litteraure in Global Unification	3/20/2021	3/20/2021	2.0	Curriculum	Institute of Global Professionals
	Educational Authentic Assessement	3/12/2021	3/12/2021	2.0	Curriculum	Institute of Global Professionals
	Research on English Language Teaching and Learning	6/26/2021	6/26/2021	3.0	Curriculum	Institute of Global Professionals
	2nd International Conference on Philippine and Asian Studies	3/5/2018	5/5/2018	24.0	Curriculum	De La Salle University and Visayas State University
	Gender Sensitivity Training and Anti-Sexual Harassment Orientation	9/4/2018	9/4/2018	8.0	Curriculum	Visayas State University
(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 LITERATE	RESEARCH PUBICATION IN JETAL: A JOURNAL OF ENGLISH TEACHING AND APPLIED LINGUISTICS		VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION		
	PHOTOGRAPHY	RESEARCH PUBICATION IN E-STRUCTURAL: ENGLISH STUDIES ON TRANSLATION, CULTURE, LITERATURE, AND LINGUISTICS				
	WRITING	SECRETARIAT, WORKSHOP FOR THE TEACHING OF THE INTRODUCTION TO THE PHILOSOPHY OF THE HUMAN PERSON.				
	COOKING	RESEARCH PUBICATION IN NOBEL: JOURNAL FOR LANGUAGE TEACHING AND LITERATURE				
	PAINTING	SPEAKER, CAS-SSC LEADERSHIP TRAINING				
		FINALIST, VSU LEADERSHIP AWARD				
		FACILITATOR, PASUC 2020				
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	September 12, 2021	

34. Are you related by consanguinity or affinity to the appointing or recommending chief of bureau or office or to the person who has immediate supervision over you 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

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.
JETT QUEBEC	TACLOBAN, LEYTE	9082713404
SEREGENA RUTH L. MARTINEZ	VISCA, BAYBAY CITY	N/A
RUBEN BALOTOL JR.	VISCA, BAYBAY CITY	9153646119

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

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID

Government Issued ID:

TIN

ID/License/Passport No

729-543-397

Date/Place of Issuance

9/07/2018, ORMOC CITY

Signature (Sign inside the box)

09/12/2021

Date Accomplished

ID picture taken within the last 6 months  
3.5 cm. X 4.5 cm  
(passport size)

With full and handwritten name tag and signature over printed name

Computer generated or photocopied picture is not acceptable

PHOTO

Right Thumbmark

RIBED AND SWORN to before me this, affiant exhibiting his/her validly issued government ID as indicated

ATTY. RYSAN C. GUINOCOR

Person Administering Oath

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