

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	LINA		
FIRST NAME	KIMBERLY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CABUG-OS		
3. DATE OF BIRTH (mm/dd/yyyy)	11/24/1999	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	STA.MARGARITA HILONGOS,LEYTE	If holder of dual citizenship, please indicate the details.	
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	House/Block/Lot No. Street 0171 PROPER UPPER Subdivision/Village Barangay City/Municipality SANTA MARGARITA Province 6524,HILONGOS LEYTE
7. HEIGHT (m)	1.60 cm.	18. PERMANENT ADDRESS	House/Block/Lot No. Street 0171 PROPER UPPER Subdivision/Village Barangay City/Municipality SANTA MARGARITA Province 6524, HILONGOS LEYTE
8. WEIGHT (kg)	48kg	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	O	20. MOBILE NO.	09489769211
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	kimberlylina8@gmail.com
11. PAG-IBIG ID NO.	923185003668		
12. PHILHEALTH NO.	13-253035610-1		
13. SSS NO.	06-4576112-8		
14. TIN NO.	726-711-534-000		
15. AGENCY EMPLOYEE NO.	23-06-07		

II. FAMILY BACKGROUND

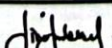
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	LINA			
FIRST NAME	MARIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MONDRAGON			
25. MOTHER'S MAIDEN NAME				
SURNAME	CABUG-OS			
FIRST NAME	EPIFANIA			
MIDDLE NAME	LAMADORA			

(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	STA.MARGARITA ELEMENTARY SCHOOL	GRADE 1 TO GRADE GRADE 6	1/6/2006	1/4/2012	N/A	2012	SECOND HONORS
SECONDARY	STA.MARGARITA NATIONAL HIGH SCHOOL	GRADE 7 TO GRADE 12	1/6/2012	1/4/2018	N/A	2018	FIRST HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY-MAIN CAMPUS	BACHELOR OF SECONDARY EDUCATION MAJOR IN SOCIAL STUDIES	1/8/2018	12/8/2022	N/A	2022	CUM LAUDE
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	MASTER OF ARTS IN EDUCATION MAJOR IN SOCIAL STUDIES	01/27/24	Ongoing			

(Continue on separate sheet if necessary)

SIGNATURE		DATE	08/25/24
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VOLUNTARY WORK OR INVOLVEMENT IN CIVIL SOCIETY / 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		
	SM LEAGUE OF YOUTHS-STA.MARGARITA	1/8/2018	2/2/2023	2-3 HRS	VOLUNTEER TO PAPER WORKS AND OTHER TASKS
	TIMAWA CLUB-STA.MARGARITA	1/8/2018	2/2/2023	2-3 HRS	VOLUNTEER TO PAPER WORKS AND OTHER TASKS

(Continue on separate sheet if necessary)

VI. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED					
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)
		From	To		
	ASSESSMENT STRATEGIES IN FLEXIBLE LEARNING	10/14/2021	10/14/2021	8 HRS	TECHNICAL
	TEACHING IN THE NEW NORMAL FIELD STUDY 1 AND FIELD STUDY 2 COURSES	4/9/2021	4/9/2021	8 HRS	TECHNICAL
	CAREER GUIDANCE ,MOTIVATION AND PERSONALITY DEVELOPMENT TRAINING	12/5/2021	12/5/2021	8 HRS	FOUNDATION
	INSTRUCTIONAL RESOURCES IN REMOTE LEARNING	11/19/2021	11/19/2021	8 HRS	TECHNICAL
	TEACHING ENGLISH AS SECOND LANGUAGE FUNDAMENTALS ,ADVANCE AND WORKSHOP	11/14/2022	9/12/2022	30 HRS	TECHNICAL
	PRE-DEPLOYMENT ORIENTATION PROGRAM SEMINAR	1/3/2022	3/3/2022	24 HRS	TECHNICAL
	ANNUAL STUDENT TEACHER CONVENTION -PAFTE	03/26/2022	03/26/2022	8 HRS	FOUNDATION
	ANALYZING DATA AND WRITING THE RESULTS AND DISCUSSION,CONCLUSION AND RECOMMENDATION	10/5/2022	10/5/2022	8 HRS	TECHNICAL
	EMPOWERING LEADERS FOR SOCIAL CHANGE: CULTIVATING VISION, INFLUENCE, AND ETHICAL LEADERSHIP	09/30/2023	09/30/2023	8 HRS	FOUNDATION
	ANNUAL EDUCATORS' CONGRESS (AECON) 2024 -MATATAG CURRICULUM	01/19/2024	01/19/2024	8 HRS	FOUNDATION
	COMPUTER SKILLS DEVELOPMENT TRAINING : IMPROVING CLASSROOM LEARNING THRU ICT WITH CERTIFICATE OF SKILLS DEMONSTRATION	1/1/2024	10/1/2024	80 HRS	TECHNICAL
	UPSKILLING AND RESKILLING TEACHING AND SUPERVISION SKILLS TRAINING	01/15/2024	01/24/2024	80 HRS	TECHNICAL
	SEMINAR ON EDUCATIONAL INNOVATION AND PEDAGOGIES FOR TEACHERS OF SOCIAL STUDIES MAJOR	1/2/2024	10/2/2024	80 HRS	TECHNICAL
	NATIONAL TRAINING ON EDUCATIONAL TECHNOLOGY TOOLS 1	3/2/2024	7/2/2024	40 HRS	TECHNICAL
	NATIONAL TRAINING ON EDUCATIONAL TECHNOLOGY TOOLS 2	8/2/2024	12/2/2024	40 HRS	TECHNICAL
	NATIONAL TRAINING ON CHALLENGES,OPPORTUNITIES & BEST PRACTICES IN MANAGEMENT DURING THIS PANDEMIC	1/2/2024	1/2/2024	12 HRS	TECHNICAL
	NATIONAL TRAINING ON MODULE AND BOOK WRITING FOR 21ST CENTURY EDUCATORS	2/2/2024	3/2/2024	16 HRS	TECHNICAL
	NATIONAL TRAINING ON 21ST CENTURY TEACHING-LEARNING PEDAGOGIES AND TEACHER'S ROLE DURING PANDEMIC TIME	4/2/2024	4/2/2024	11 HRS	TECHNICAL
	NATIONAL TRAINING ON EFFECTIVE COMMUNICATION SKILLS AND PROJECT PLANNING AND DELEGATING AMONG LEADERS	5/2/2024	5/2/2024	12 HRS	TECHNICAL
	NATIONAL TRAINING ON BUILDING COLLABORATIVE AND INCLUSIVE WORKING RELATIONSHIP	6/2/2024	6/2/2024	12 HRS	TECHNICAL
	NATIONAL SEMINAR-WORKSHOP ON LEADERSHIP: THE TOTAL LEADER: ESSENTIAL SKILLS FOR SUCCESSFUL SCHOOL MANAGEMENT	7/2/2024	7/2/2024	6 HRS	TECHNICAL
	INTERNATIONAL TRAINING ON PHILANTHROPIC LEADERSHIP IN ACTION:SOCIAL RESPONSIBILITIES AT THE TIME OF CRISIS 1	8/2/2024	8/2/2024	6 HRS	TECHNICAL
	INTERNATIONAL TRAINING ON PHILANTHROPIC LEADERSHIP IN ACTION:SOCIAL RESPONSIBILITIES AT THE TIME OF CRISIS 2	9/2/2024	9/2/2024	5 HRS	TECHNICAL
	INTERNATIONAL TRAINING ON CHANGE MANAGEMENT LEADERSHIP: TOOLBOX IN TIMES OF CRISIS	10/2/2024	10/2/2024	12 HRS	TECHNICAL

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION		
31.	32.	33.
SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
VSU SWIMMING VARSITY ATHLETE	LEADERSHIP AWARDEE S.Y.2017-2018	VSU INTERACT SOCIETY
PAGEENTRY	WORK IMMERSION AWARDEE S.Y.2017-2018	PHILIPPINE HISTORICAL ASSOCIATION
COPYREADING/JOURNALISM	RESEARCHER OF THE YEAR AWARDEE 2017-2018	PHILIPPINE ASSOCIATION FOR TEACHER EDUCATION
LLCI SWIMMING COACH/CLUB MODERATOR	MISS HUMAN NATURE ADVOCATE 2017-MISS TEEN HILONGOS 2017	
	DIVISION SCHOOLS PRESS CONFERENCE-7th PLACER COPYREADING & HEADLINE WRITING	
	VSU INTRAMURALS 2018 GOLD & SILVER MEDALIST -SWIMMING COMPETITION BREASTSTROKE & MEDLEY RELAY	

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	03/15/24

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)?

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

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?

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?

39. Have you acquired the status of an immigrant or permanent resident of another 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?

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO./CEL.NO.
HONORIO C.SORITA	STA.MARGARITA HILONGOS,LEYTE	9958305491
SABRINA M.DELIMA	ISABEL,LEYTE, PHILIPPINES	9777133557
LADY GIE L.RUEGO	ISABEL,LEYTE, PHILIPPINES	9638129107

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 (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: PRC ID

ID/License/Passport No.: 2063262

Date/Place of Issuance: 07/04/23

Signature (Sign inside the box)

Date Accomplished: 07/15/24



PHOTO



Right Thumbmark

SUBSCRIBED AND SWORN to before me this

07/15/24

, affiant exhibiting his/her validity issued government ID as indicated above.

ATTY. ROMMEL P. PUSA
PUBLIC ATTORNEY II
PURSUANT TO RA 9406

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

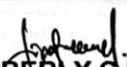
2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word *Present*, e.g., 1998-Present. Work experience should be listed from most recent first.

Position Applied: Junior High School Teacher

- Duration: June 7, 2023 – present
- Position: High School Teacher
- Name of Office/Unit: High School Department
- Immediate Supervisor: Mr. Redgel A. Durano
- Name of Agency/Organization and Location: LIDE Learning Center Incorporated,
Barangay Mahayag, Isabel, Leyte

- List of Accomplishments and Contributions (if any)
 - Assist Supreme Student Government Adviser
 - Facilitate Leadership Training in the school
 - Coach school's athletes / student-athletes

- Summary of Actual Duties
 - Develop young generations with critical minds, caring hearts, and serving hands.
 - Provided and maintained a friendly, engaging, and nurturing classroom environment for students.
 - Assumes responsibility for the leadership and management of the classes assigned.
 - Strives to achieve the goals of Catholic Education.
 - Provides for the safety welfare and core of the students
 - Develop and implement an instructional program according to the needs of the students and the established curriculum.
 - Establishes positive school-community relationships
 - Performs any other job-related tasks deemed necessary and/or assigned by the Assistant Principal/Principal.
 - Prepared comprehensive lesson plans and learning activity plans based on the current curriculum of the Department of Education
 - Attended training to expand knowledge in handling online classes and generated well-crafted plans incorporating up-to-date software and websites (Canva, Zoom Meeting, Google Classroom, Quizziz, Mentimeter, etc.)
 - Administered various types of assessments, performance assessments, formal and informal assessments, to monitor student progress and development.
 - Collaborate with teachers so that they provide instructional support that leads to academic gains for students.
 - Communicate with parents, students and other teachers on a regular basis to update schedules, score assessments, and provide feedback on students' performance. Monitor completion of assignments, missing summative assessments and performance tasks in all subject area.
 - Organized leadership training seminar for the student leaders, club officers, class officers and SSG officers.
 - Organized Bigay-Puso Outreach Program to the school's adopted community in Sitio Calachuchi, Brgy. Mahayag, Isabel, Leyte, every December.
 - Keep student records and data up-to-date, students and parent's information, student's attendance, and keeping all student and parent contacts.
 - Submitted on time all the important documents like; lesson plans, budget plan, performance task budget plan and advisory's tasks such as grades, school register and cards promptly.


KIMBERLY CLINA
 (Signature over Printed Name
 of Employee/Applicant)