


VISAYAS STATE UNIVERSITY
PERSONAL DATA SHEET
For Job Order Workers



Print legibly. Mark appropriate boxes ☐ with " ☒ " and use separate sheet if necessary.

1. SURNAME		MAZO											
FIRST NAME		HERMIE											
MIDDLE NAME		GONZALES		2. NAME EXTENSION (e.g. Jr., Sr.)		NA							
3. DATE OF BIRTH (mm/dd/yyyy)		09/17/1981		11. PRESENT ADDRESS		Brgy. Marcos, Baybay City, Leyte							
4. PLACE OF BIRTH		Brgy. Marcos, Baybay City, Leyte											
5. SEX		<input type="checkbox"/> Male <input type="checkbox"/> Female											
6. CIVIL STATUS		<input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____		12. ZIP CODE		6521							
				13. TEL. NO./CEL. NO.		09097365693							
				14. PHILHEALTH NO.		13-000108426-8							
7. CITIZENSHIP		FILIPINO		9. WEIGHT (kg)		71							
8. HEIGHT (m)		1.73		10. BLOOD TYPE		A+							
				15. TIN		425-2043-437							
				16. PAG-IBIG ID NO.		1212-0147-9460							
17. SPOUSE'S SURNAME		BALLESTEROS		18. NAME OF CHILD (Write full name and list all)		DATE OF BIRTH (mm/dd/yyyy)							
FIRST NAME		REAH		DYLAN JAMES B. MAZO		02/27/2015							
MIDDLE NAME		GONZAGA		LIAM RHAYNE B. MAZO		07/06/2016							
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>Welder, Automotive (TESDA)</u>		BLAKE WESLEY B. MAZO		05/15/2020							
20. CAREER SERVICE ELIGIBILITY		<input type="checkbox"/> Professional <input type="checkbox"/> Sub-Professional <input type="checkbox"/> Others, Specify: RA 1080 (Professional Teacher)											
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)		GOVT SERVICE (Yes / No)			
From		To											
01/08/2020		Present		LABORATORY AIDE II		VSU-DEPARTMENT OF PHYSICS		553.4/day		Job Order		Yes	
01/01/2017		01/08/2020		LABORATORY AIDE II		VSU-Department of Mathematics and Physics		553.4/day		Job Order		Yes	
01/01/2010		12/31/2016		Welder/Painter		VSU-College of Engineering		280/day		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							
Welder													
Painter													
Driver													
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									
Re-Orientation of Employee's Duties & Responsibilities & Good Customer Service		09/23/2021		09/23/2021		4.0		Visayas State University					
Training/Seminar/Workshop on Introduction and Verification of Common Laboratory Instrument		06/21/2022		06/22/2022		16.0		DOST Region VIII					
Orientation/Re-orientation of Duties and Responsibilities of dDRCs & AdDRCs		09/07/2022		09/07/2022		8.0		VSU- QAC					
ISO 9001:2015 Awareness & Reawareness Seminar		08/30/2023		08/31/2023		16.0		Visayas State University					
Electrical Wiring System Repairs and Maintenance		04/13/2023		04/25/2023		33.0		VSU-CET					
Landscape Training		06/15/2023		06/15/2023		8.0		VSU-GSO					

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. CCI202302708987 ISSUED AT: Baybay City, Leyte ISSUED ON (mm/dd/yy): 01/13/2025
SIGNATURE:  DATE ACCOMPLISHED: (mm/dd/yyyy) 6-20-25