CS Form No. 212 Revised 2017	PERSO	NAL DAT	A SH	IEE1	Γ			
WARNING: Any misrepresentat	ion made in the Personal Data Sheet and the	Work Experience Sheet sha	all cause the f	iling of adm	inistrative/	criminal case/s ac	rainst the ne	rson
concerned.	O FILLING OUT THE PERSONAL DATA SHEE	-		-	mondavo	onninai odoo,o de	gamet the per	
Print legibly. Tick appropriate boxes (and use separate sheet if necessary. Indicate N				1. CS ID No.		(Do not fill up. I	For CSC use only
I. PERSONAL INFORMATION	ſ							
2. SURNAME	ALAJAS					NAME EXTENSION (JR	SD)	
FIRST NAME	ERNA MAE					NAME EXTENSION (IN	, 51()	
MIDDLE NAME	VISCARA							
3. DATE OF BIRTH (mm/dd/yyyy)	JULY 3, 1999	16. CITIZENSHIP	Filipino Dual Citizenship			ization		
4. PLACE OF BIRTH	MAHAPLAG, LEYTE	If holder of dual citizer	enship, Pls. indicate country:			ountry:		
5. SEX	☐ Male	please indicate the de	tails.			▼		
6 CIVIL STATUS	✓ Single Married Widowed Separated Other/s:	17. RESIDENTIAL ADDRESS	N/A MA House/Block/Lot No. N/A Subdivision/Village			AHARLIKA STREET Street PARIL Barangay		
7. HEIGHT (m)	1.5		MAHAPLAG			LEYTE		
8. WEIGHT (kg)	60	ZIP CODE		ity/Municipality		6512	Province	
9. BLOOD TYPE	0	18. PERMANENT ADDRESS		N/A			PARIL	
10. GSIS ID NO.	NONE		Ног	House/Block/Lot No. N/A			Street PARIL	
			Su	bdivision/Village MAHAPLAC			Barangay LEYTE	
11. PAG-IBIG ID NO.	NONE		City/Municipality			Province		
12. PHILHEALTH NO.	NONE	ZIP CODE	6512					
13. SSS NO.	NONE	19. TELEPHONE NO.		NONE				
14. TIN NO.	749-528-813-000	20. MOBILE NO.	09367390501					
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	erna.alajas@vsu.edu.ph					
II. FAMILY BACKGROUND								
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)		list all)	DATE OF BIRTH (mm/dd/yyyy)		
	·			,		not unj	DATE OF BIR	(
FIRST NAME	N/A	NAME EXTENSION (JR., SR)		,	N/A		N/A	(
FIRST NAME MIDDLE NAME	N/A N/A			`	N/A N/A			(
	·					.act any	N/A	(
MIDDLE NAME	N/A				N/A		N/A N/A	
MIDDLE NAME OCCUPATION	N/A N/A				N/A N/A		N/A N/A N/A	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME	N/A N/A N/A				N/A N/A N/A N/A N/A		N/A N/A N/A	(
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS	N/A N/A N/A	NAME EXTENSION (JR., SR)			N/A N/A N/A		N/A N/A N/A N/A N/A	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO.	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	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME	N/A N/A N/A N/A N/A N/A ALAJAS	NAME EXTENSION (JR., SR)			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	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME	N/A N/A N/A N/A N/A N/A ALAJAS RENATO	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR)			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	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME	N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR)			N/A		N/A N/A N/A N/A N/A N/A N/A N/A N/A	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME	N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR)			N/A		N/A	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME	N/A N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR)			N/A	parate sheet if neces	N/A	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME	N/A N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR)			N/A		N/A	
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME	N/A N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR)		(Cc	N/A		N/A	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME MIDDLE NAME MIDDLE NAME MIDDLE NAME MIDDLE NAME	N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI ROUND	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR) SCARA BASIC EDUCATION/DEGRE	EE/COURSE	(Co	N/A	parate sheet if neces HIGHEST LEVEL/ UNITS EARNED	N/A	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED SECOND HONORABLE MENTION
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME III. EDUCATIONAL BACKGE 26. LEVEL	N/A N/A N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI ROUND NAME OF SCHOOL (Write in full)	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR) BASIC EDUCATION/DEGRE (Write in full)	EE/COURSE	PERIOD OF A From 06/03/2005	N/A	Darate sheet if neces HIGHEST LEVEL/ UNITS EARNED (if not graduated)	N/A	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED SECOND HONORABLE
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME III. EDUCATIONAL BACKGE 26. LEVEL ELEMENTARY	N/A N/A N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI ROUND NAME OF SCHOOL (Write in full) MAHAPLAG CENTRAL SCHOOL	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR) BASIC EDUCATION/DEGRE (Write in full) ELEMENTARY GRADU	EE/COURSE	PERIOD OF A From 06/03/2005	N/A	HIGHEST LEVEL/ UNITS EARNED (if not graduated) GRADUATE	N/A	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED SECOND HONORABLE MENTION SALUTATO
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME III. EDUCATIONAL BACKGF 26. LEVEL ELEMENTARY SECONDARY VOCATIONAL /	N/A N/A N/A N/A N/A N/A N/A ALAJAS RENATO TONALETE ESTERLITA SALILI VIS VISCARA ESTERLITA SALILI ROUND NAME OF SCHOOL (Write in full) MAHAPLAG CENTRAL SCHOOL - UPPER	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR) BASIC EDUCATION/DEGRE (Write in full) ELEMENTARY GRADU HIGH SCHOOL GRADU	EE/COURSE JATE	PERIOD OF A From 06/03/2005 06/05/2011 NONE	N/A	HIGHEST LEVEL/ UNITS EARNED (if not graduated) GRADUATE GRADUATE	N/A	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED SECOND HONORABLE MENTION SALUTATO RIAN
MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. 24. FATHER'S SURNAME FIRST NAME MIDDLE NAME 25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME III. EDUCATIONAL BACKGE 26. LEVEL ELEMENTARY SECONDARY VOCATIONAL / TRADE COURSE	N/A N/A N/A N/A N/A N/A N/A N/A	NAME EXTENSION (JR., SR) NAME EXTENSION (JR., SR) BASIC EDUCATION/DEGRE (Write in full) ELEMENTARY GRADU HIGH SCHOOL GRADU NONE	EE/COURSE JATE	PERIOD OF A From 06/03/2005 06/05/2011 NONE 06/01/2015	N/A	HIGHEST LEVEL/ UNITS EARNED (if not graduated) GRADUATE GRADUATE N/A	N/A	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED SECOND HONORABLE MENTION SALUTATO RIAN NONE

IV. CIVIL S	ERVICE ELIG	GIBILITY							
27. CARE		1080 (BOARD/ BAR) UNDER .WS/ CES/ CSEE	RATING	DATE OF			LICENSE (if a	1	
BAF		ITY / DRIVER'S LICENSE	(If Applicable) EXAMINATION / PLACE OF EXAMINATION / CONFERMENT		XIVIEIN I	NUMBER	Date of Validity		
LICENSU	IRE EXAMINAT	TION FOR TEACHERS	83.2	SEPTEMBER 29,2019			E	1842108	01/10/2020
C	CIVIL SERVICE	ELIGIBILITY		JUNE 14, 2019	PALO, LEYTE			100108190456	07/29/2019
			(Co	ntinue on separate sheet	if necessary)				
	EXPERIENCE	ent. Start from your rece				had Mayle F	vyn a via maa a h	204	
28. INCLU	JSIVE DATES						SALARY/ JOB/ PAY GRADE (if		GOV'T
From	m/dd/yyyy) To	POSITION T (Write in full/Do not			ENCY / OFFICE / COMPANY /Do not abbreviate)	MONTHLY SALARY	applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	SERVICE (Y/N)
08/19/2019	12/20/2019	PART-TIME INS	TRUCTOR		E STATE UNIVERSITY -	170/HOUR	N/A	CONTRACTUA	N/A
01/20/2020	05/29/2020	PART-TIME INS		SOUTHERN LEYT	AS OPPUS E STATE UNIVERSITY -	170/HOUR	N/A	L CONTRACTUA	
08/03/2020	PRESENT	PART-TIME INS	TRUCTOR		AS OPPUS TATE UNIVERSITY	156/HOUR	N/A	CONTRACTUA	
								L	
									-
0/01:	ATURE		M=	ntinue on separate sheet			nns/4=		
SIGNA	ATURE		~ E	-	DATE		JULY 15, 2021	FORM 212 (Revised 20	017), Page 2 of 4

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S							
29. NAME & ADDRESS OF OF (Write in full)		INCLUSIV (mm/d	/E DATES d/yyyy) To	NUMBER OF HOURS	POSITION / NATURE OF WORK		
VII. LEARNING AND DEVELOPMENT (L&D) II		tinue on separate s GRAMS ATTE)			
(Start from the most recent L&D/training program and includ				ief/Executive/Mana	gerial positions)		
30. TITLE OF LEARNING AND DEVELOPMENT INTE (Write in full)		ATTEN	DATES OF DANCE d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc) Type of LD (CONDUCTED/ SPONSORED BY (Write in full)		
PAMBANSANG SEMINAR SA PANUKIDUKI: MGA KAL PANANALIKSIK PANGWIKA, KULTURA AT LIPUNAN	AKARAN AT TUNGUHIN SA			24 HOURS	TECHNICAL	STO. NINO REVIEW CENTER	
·							
	(Con:	tinue on separate s	sheet if necessary)			
VIII. OTHER INFORMATION							
31. SPECIAL SKILLS and HOBBIES	32. NON	-ACADEMIC DISTIN (Write	NCTIONS / RECOG	NITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	(Con-	tinue on separate	sheet if necessary)			
SIGNATURE	(Continue on separate sheet if necessar				ATE JULY 15, 2021		

34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed, a. within the third degree?	☐ YES	✓ NO				
	b. within the fourth degree (for Local Government Unit - Care	☐ YES ☑ NO If YES, give details:					
35.	a. Have you ever been found guilty of any administrative offe	☐ YES ☑ NO If YES, give details:					
	b. Have you been criminally charged before any court?	☐ YES					
36.	Have you ever been convicted of any crime or violation of an any court or tribunal?	☐ 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, end (abolition) in the public or private sector?	d of term, finished contract or phased out	YES NO If YES, give details:				
38.	a. Have you ever been a candidate in a national or local election)?		YES If YES, give deta				
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local or		☐ YES If YES, give deta	NO NO			
39.	Have you acquired the status of an immigrant or permanent	☐ YES					
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),	•					
a.	Are you a member of any indigenous group?	YES VO					
b.	Are you a person with disability?	YES NO If YES, please specify ID No:					
C.	Are you a solo parent?	☐ YES					
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /a	appointee)					
	NAME	ADDRESS	TEL. NO.	ID picture taken within			
	MARIEVIC S. FLORES	Bontoc, Southern Leyte		the last 6 months 3.5 cm. X 4.5 cm (passport size)			
	RIZALINA D. TRUYA	Baybay City, Leyte		With full and handwritten name tag and signature over			
40	JOEL Q. MABALHIN	Liloan, Southern Leyte	63535637527	printed name Computer generated			
42.	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. agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.						
	iovernment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance						
G	overnment Issued ID: PRC	»ر ا					
IC	O/License/Passport No.: 1842108	ox)					
D	ate/Place of Issuance: 01/10/2020 Tacloban City		Right Thumbmark				
	SUBSCRIBED AND SWORN to before me this	, affiant exhibitir	ng his/her validly issued	government ID as indicated above.			
		h					
l							