



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

1. SURNAME						V   E   R   I   L																							
FIRST NAME						R   A   N   N   I   E																							
MIDDLE NAME						B   E   R   O   N   D   O																							
							2. NAME EXTENSION (e.g. Jr., Sr.)								N/A														
3. DATE OF BIRTH (mm/dd/yyyy)									02/11/1995			11. PRESENT ADDRESS  BRGY. PANGASUGAN BAYBAY CITY LEYTE																	
4. PLACE OF BIRTH									BAYBAY CITY LEYTE																				
5. SEX									<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female																				
6. CIVIL STATUS									<input checked="" 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.					09466752935												
												14. PHILHEALTH NO.					13-050190531-4												
7. CITIZENSHIP									FILIPINO			9. WEIGHT (kg)			55.0			15. TIN					473-318-551-000						
8. HEIGHT (m)									1.63			10. BLOOD TYPE						16. PAG-IBIG ID NO.					121201370391						
17. SPOUSE'S SURNAME						none												18. NAME OF CHILD (Write full name and list all)						DATE OF BIRTH (mm/dd/yyyy)					
FIRST NAME																		none											
MIDDLE NAME																													
19. HIGHEST EDUCATIONAL ATTAINMENT  (Please check and underline the specific)						[ ] Elementary (Grade ____ / Graduated) [ ] High School (1st, 2nd, 3rd, 4th, Graduated) [x] College (1st, 2nd, 3rd, 4th, Graduated) Degree: Bachelor of Science in Agribusiness																							
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																										
01/01/2023			present			CLERK						VISAYAS STATE UNIVERSITY - PHYSICAL PLANT OFFICE - INSTRUMENTATION AND LABORATORY EQUIPMENT						603.40/DAY				JOB ORDER				YES			
09/16/2022			12/31/2022			CLERK						VISAYAS STATE UNIVERSITY - PHYSICAL PLANT OFFICE - INSTRUMENTATION AND LABORATORY EQUIPMENT						553.40/DAY				JOB ORDER				YES			
03/01/2017			12/31/2021			ADMINISTRATIVE AIDE I						VSU-ACCOUNTING OFFICE						553.40/DAY				JOB ORDER				YES			
06/01/2015			06/01/2016			PART-TIMER INSTRUCTOR						VSU-DEPARTMENT OF BUSINESS AND MANAGEMENT						120/Hr				JOB ORDER				YES			
22. SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)						Proficiency (Please check)												REMARKS											
Computer Skills (MS Office)						/																							
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																				
Webinar RA 11313 Safe Spaces Act						12/10/2020			12/10/2020			3			VISAYAS STATE UNIVERSITY														
ISO 9001:2015 AWARENESS/RE-AWARENESS WEBINAR						11/27/2020			11/27/2020			4			VISAYAS STATE UNIVERSITY														
DOCUMENT TRACKING SYSTEM						11/13/2020			11/13/2020			3			VISAYAS STATE UNIVERSITY														
WORKSHOP ON BOOKKEEPING & BASIC ACCOUNTING						09/28/2019			09/28/2019			8			HACKS4GROWTH TRAINING & DEVELOPMENT														
ORIENTATION WORKSHOP AMONG JO CLERKS & LABORATORY TECHNICIANS						01/15/2019			01/15/2019			8			VISAYAS STATE UNIVERSITY														
TARGET SETTING WORKSHOP						08/20/2018			08/21/2018			16			VISAYAS STATE UNIVERSITY														
ISO 9001-2018 ORIENTATION & WRITESHOP AMONG CLERK & SECRETARIES						01/15/2018			01/15/2018			8			VISAYAS STATE UNIVERSITY														

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. 18929435 ISSUED AT: BAYBAY CITY ISSUED ON (mm/dd/yy): 1/6/2023

SIGNATURE : \_\_\_\_\_ DATE ACCOMPLISHED: (mm/dd/yyyy) 1/10/2023