

# VISAYAS STATE UNIVERSITY

## PERSONAL DATA SHEET

### For Job Order Workers



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

|  |                               |  |  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
|--|-------------------------------|--|--|--|---------------|--|-----------------|--|--|--|--|---|--|----------------|-------------------------|-----|----------------|----------------------------|--|--|--|--|
| 1. SURNAME   | V   A   L   E   N   C   I   A |  |  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| FIRST NAME   | K   A   T   H   L   E   E   N |  |  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| MIDDLE NAME  | B   A   R   O   N   D   A     |  |  |  |               |  |                 |  |  |  | 2. NAME EXTENSION (e.g. Jr., Sr.)  |   |  |                |                         | N/A |                |                            |  |  |  |  |
| 3. DATE OF BIRTH (mm/dd/yyyy)  |                               |  | 11/15/1993   |  |               | 11. PRESENT ADDRESS  |                 |  |  |  | BRGY. MARCOS, BAYBAY CITY, LEYTE   |   |  |                |                         |     |                |                            |  |  |  |  |
| 4. PLACE OF BIRTH  |                               |  | Hindang, Leyte   |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| 5. SEX   |                               |  | <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female                         |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| 6. CIVIL STATUS  |                               |  | <input checked="" type="checkbox"/> Single   |  |               | <input type="checkbox"/> Widowed                                 |                 |  | 12. ZIP CODE   |  |  |   |  | 6521           |                         |     |                |                            |  |  |  |  |
|  |                               |  | <input type="checkbox"/> Married   |  |               | <input type="checkbox"/> Separated                               |                 |  | 13. TEL. NO./CEL. NO.  |  |  |   |  | 09263682659    |                         |     |                |                            |  |  |  |  |
|  |                               |  | <input type="checkbox"/> Annulled  |  |               | Others, specify _____  |                 |  | 14. PHILHEALTH NO.   |  |  |   |  | 13-250245222-7 |                         |     |                |                            |  |  |  |  |
|  |                               |  |  |  |               |  |                 |  | 15. TIN  |  |  |   |  | 748-991-496    |                         |     |                |                            |  |  |  |  |
| 7. CITIZENSHIP   |                               |  | Filipino   |  |               | 9. WEIGHT (kg)   |                 |  | 42   |  |  | 16. PAG-IBIG ID NO.                         |  |                |                         |     | 1212-5402-1866 |                            |  |  |  |  |
| 8. HEIGHT (m)  |                               |  | 1.49   |  |               | 10. BLOOD TYPE   |                 |  | O+   |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| 17. SPOUSE'S SURNAME   |                               |  | N/A  |  |               |  |                 |  |  |  |  |   | 18. NAME OF CHILD (Write full name and list all) |                |                         |     |                | DATE OF BIRTH (mm/dd/yyyy) |  |  |  |  |
| FIRST NAME   |                               |  | N/A  |  |               |  |                 |  |  |  |  |   | N/A  |                |                         |     |                | N/A                        |  |  |  |  |
| MIDDLE NAME  |                               |  | N/A  |  |               |  |                 |  |  |  |  |   | N/A  |                |                         |     |                | N/A                        |  |  |  |  |
| 19. HIGHEST EDUCATIONAL ATTAINMENT   |                               |  | [ ] Elementary (Grade ____ / Graduated)  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| (Please check and underline the specific)  |                               |  | [ ] High School (1st, 2nd, 3rd, 4th, Graduated)  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
|  |                               |  | [ / ] College (1st, 2nd, 3rd, 4th, <u>Graduated</u> )<br>Degree: BS in Development Communication |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| 20. CAREER SERVICE ELIGIBILITY   |                               |  | <input type="checkbox"/> Professional  |  |               | <input type="checkbox"/> Sub-Professional                        |                 |  | <input checked="" type="checkbox"/> Others, Specify: <u>Honor graduate eligibility</u> |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| 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   |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| 01/02/2020   |                               |  | 06/30/2020   |  |               | Media Production Assistant (SRA)                                 |                 |  | DDC  |  |  | 15,000                                      |  |                | Job Order               |     |                | YES                        |  |  |  |  |
| 06/18/2019   |                               |  | 12/18/2019   |  |               | Science Research Assistant (SRA)                                 |                 |  | DDC  |  |  | 16,000                                      |  |                | 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   |   |  |                |                         |     |                |                            |  |  |  |  |
| Development research and scientific writing  |                               |  | /  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| Proficient with Microsoft 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            |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |
| Annual Biodiversity Conservation Society of the Philippines  |                               |  | Aug. 13, 2019  |  | Aug. 16 2019  |  | 32              |  |  |  | BCSP   |   |  |                |                         |     |                |                            |  |  |  |  |
| Annual Conference and Scientific Meeting of ADCEP  |                               |  | Nov. 29, 2019  |  | Dec. 2, 2019  |  | 40              |  |  |  | ADCEP  |   |  |                |                         |     |                |                            |  |  |  |  |
| Writing Research Review of the Literature as Highly Publishable Paper  |                               |  | Oct. 28, 2021  |  | Oct. 28, 2021 |  | 8               |  |  |  | Eastern Visayas State University   |   |  |                |                         |     |                |                            |  |  |  |  |
| FICS Masterclass on the Constitutive Metamodel of Communication Theory   |                               |  | 07/07/2021   |  | 07/07/2021    |  | 8               |  |  |  | University of the Philippines Open University Faculty of Information and Communication Studies |   |  |                |                         |     |                |                            |  |  |  |  |
|  |                               |  |  |  |               |  |                 |  |  |  |  |   |  |                |                         |     |                |                            |  |  |  |  |

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. 01089230 ISSUED AT: Baybay City ISSUED ON (mm/dd/yy): 03/03/2022  
 SIGNATURE: DATE ACCOMPLISHED: (n (mm/ 3/3/2022

| 29.                                       | CAREER SERVICE/ RA 1080 (BOARD/<br>BAR) UNDER SPECIAL LAWS/ CES/<br>CSEE/ TESDA/NCC | RATING | DATE OF<br>EXAMINATION<br>/<br>CONFERMEN<br>T | PLACE OF EXAMINATION / CONFERMENT | LICENSE (if applicable) |                    |
|---|---|--------|---|-----------------------------------|-------------------------|--------------------|
|   |   |        |   |                                   | NUMBER                  | DATE OF<br>RELEASE |
|   | Honor graduate eligibility  |        |   |                                   |                         |                    |
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## VI. SPECIAL SKILLS

| 31. SPECIAL SKILLS<br>(i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.) | Proficiency    |         |      |  |
|---|----------------|---------|------|--|
|   | Highly Skilled | Average | Fair |  |
| Development research and scientific writing   | /              |         |      |  |
| Proficient with Microsoft Office  | /              |         |      |  |
|   |                |         |      |  |
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(Continue on separate sheet if necessary)

## VII. TRAINING PROGRAMS (Start from the most recent training.)

| 32. TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES (Write in full)   | INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) |            | NUMBER OF HOURS | CONDUCTED/ SPONSORED BY (Write in full) |
|--|--|------------|-----------------|---|
|  | From                                       | To         |                 |   |
| Writing Research Review  | 10/28/2021                                 | 10/28/2021 | 8               | Eastern Visayas State University        |
| International webinar and workshop on Food Value Chain in the New Normal | 10/18/2021                                 | 10/22/2021 | 32              | ASEAN, MAFF, Visayas State Univeristy   |

(Continue on separate sheet if necessary)

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| 36. Are you related by consanguinity or affinity to any of the following :<br>a. Within the third degree with the appointing authority, recommending authority, chief of office/bureau/department or person who has immediate supervision over you in the Office, | <div> <input type="checkbox"/> YES           <input checked="" type="checkbox"/> NO         </div> <div>           If YES, give details:<br/>           _____<br/>           _____         </div> |  |
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(Continue on separate sheet if necessary)



**VI. SPECIAL SKILLS**

| 22. SPECIAL SKILLS<br>(i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.) | Proficiency (Please check) |         |      | REMARKS |
|---|----------------------------|---------|------|---------|
|   | Highly Skilled             | Average | Fair |         |
| Development research and scientific writing   | /                          |         |      |         |
| Proficient with Microsoft Office  | /                          |         |      |         |
|   |                            |         |      |         |
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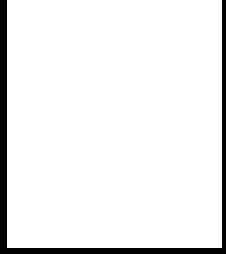
**VII. TRAINING PROGRAMS (Start from the most recent training.)**

| 23. TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES<br>(Write in full)   | INCLUSIVE DATES OF ATTENDANCE<br>(mm/dd/yyyy)  |            | NUMBER OF HOURS | CONDUCTED/ SPONSORED BY<br>(Write in full) |
|---|--|------------|-----------------|--|
|   | From   | To         |                 |  |
| Writing a Research Review on the Literature as Highly Publishable Paper   | 10/28/2021   | 10/28/2021 | 8               | EVSU- main                                 |
| International webinar and workshop on Food value Chain in the New Normal  | 10/18/2021   | 10/22/2021 | 32              | ASEAN, MFFA, VSU-main                      |
| 24. Are you related by consanguinity or affinity to any of the following :<br><br>a. Within the third degree with the appointing authority, recommending authority, chief of office/bureau/ department or person who has immediate supervision over you in the Office,Department/Project where you will be appointed? | <div style="display: flex; justify-content: space-around; align-items: center;"> <input type="checkbox"/> YES           <input checked="" type="checkbox"/> NO         </div> <p>If YES, give details: _____</p> |            |                 |  |

**25. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)**

| NAME  | ADDRESS                  | TEL. NO.         |  |
|---|--------------------------|------------------|---|
| Christina A. Gabrillo   | San Francisco, So. Leyte | Cel. 09060519067 |   |
| Ulderico B. Alviola   | Inopacan, Leyte          | Cel. 09978512000 |   |
| Christy M. Desades  | Albuera, Leyte           | Cel. 0930642992  |   |
| 26. I declare under oath 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.<br><br>I also authorize the agency head / authorized representative to verify / validate the contents stated herein. I trust that this information shall remain confidential. |                          |                  |    |

PHOTO

|   |   |  |
|---|---|--|
| 01089230<br>COMMUNITY TAX CERTIFICATE NO. | <div style="text-align: center;"> <br/>         SIGNATURE (Sign inside the box)       </div> | <div style="text-align: center;"> <br/>         RIGHT THUMBMARK<br/>(REQUIRED)       </div> |
| Baybay City, Leyte<br>ISSUED AT           | 3/3/2022<br>DATE ACCOMPLISHED   |  |
| 03/03/2022<br>ISSUED ON (mm/dd/yyyy)      |   |  |