

# PERSONAL DATA SHEET

**WARNING: Any misinterpretation 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. **D** 1. CS ID No. (Do not fill up. For CSC use only)

## I. PERSONAL INFORMATION

2. SURNAME	LAUSE		
FIRST NAME	MARICAR	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	MADJUS		
3. DATE OF BIRTH (mm/dd/yyyy)	FEBRUARY 5, 1999	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	LAS PIÑAS, CITY	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	N/A FIRST House/Block/Lot No. Street N/A PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521
7. HEIGHT (m)	1.52	ZIP CODE	
8. WEIGHT (kg)	60		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A MANSABA-ON Subdivision/Village Barangay MATAG-OB LEYTE City/Municipality Province 6532
10. GSIS ID NO.	N/A	ZIP CODE	
11. PAG-IBIG ID NO.	121260770899		
12. PHILHEALTH NO.	1302-5534-2968		
13. SSS NO.	06-4116520-7	19. TELEPHONE NO.	N/A
14. TIN NO.	359-800949-0000	20. MOBILE NO.	09700609755
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	<a href="mailto:maricar.lause@gmail.com">maricar.lause@gmail.com</a>

## 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	LAUSE			
FIRST NAME	OSCAR	NAME EXTENSION (JR., SR)		
MIDDLE NAME	SALES			
25. MOTHER'S MAIDEN NAME	VIACRUCIS			
SURNAME	LAUSE			
FIRST NAME	MIRASOL			
MIDDLE NAME	MADJUS		(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 (Percent)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	MANSABA-ON ELEMENTARY SCHOOL	PRIMARY EDUCATION	JUNE 16, 2005	MAY 10, 2011	GRADUATE	2011	SALUTATORIAN
SECONDARY	MATAG-OB NATIONAL HIGH SCHOOL	SPECIAL SCIENCE CLASS	JUNE 6, 2011	MAY 18, 2015	GRADUATE	2015	THIRD HONORABLE
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A		N/A	N/A	N/A
COLLEGE	PALOMPON INSTITUTE OF TECHNOLOGY	BACHELOR OF SECONDARY EDUCATION MAJOR IN ENGLISH	JUNE 4, 2015	MAY 24, 2019	GRADUATE	2019	MAGNA CUM LAUDE
POST-GRADUATE STUDIES	PALOMPON INSTITUTE OF TECHNOLOGY	MASTER OF ARTS IN EDUCATION MAJOR IN ENGLISH	AUGUST 8, 2020	PRESENT	42	N/A	N/A

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>		<b>DATE</b>	February 3, 2023
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#### IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	LICENSURE EXAMINATION FOR TEACHERS (LET)	84.4	SEPTEMBER 29, 2019	TACLOBAN CITY	1825617	02/05/2023
	CSC HONOR GRADUATE ELIGIBILITY	N/A	AUGUST 15, 2019	CSC REGIONAL OFFICE TACLOBAN CITY	100108190412	26/07/2019

*(Continue on separate sheet if necessary)*

## V. WORK EXPERIENCE

*(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work E*

[illegible]

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>		<b>DATE</b>	<b>February 03, 2023</b>
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION					
29. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
	From	To			
PIT COLLEGE STUDENT PUBLICATION-FULCRUM	06-24-2015	04-24-2019	3500.0	Deputy Editor II/ Journalist	
PIT SCHOLARS ASSOCIATION	12/07/2018	04-24-2019	65.0	Vice-President	
FUTURE EDUCATORS ORGANIZATION	06/06/2015	04-24-19	15.0	Member	
WORLD VISION DEVELOPMENT FOUNDATION	06/ 24/2014	09/23/2016	245.0	Facilitator	
(Continue on separate sheet if necessary)					
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED					
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division					
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)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
BASIC COMPUTER OPERATION TRAINING	02-15-2021	02-28-2021	80.0	TECHNICAL	PALOMPON INSTITUTE OF TECHNOLOGY
REGIONAL TERTIARY SCHOOLS PRESS CONFERENCE	09-19-2018	09-22-2018	32.0	SOFT SKILLS	RAPPLER/ CHed
REGIONAL TERTIARY SCHOOLS PRESS CONFERENCE	02-22-2017	02-25-2017	32.0	SOFT SKILLS	RAPPLER/ CHed
ANG GUBAT: PLAYWRIGHT WORKSHOP	05/06/2021	24/07/2021	12.0	TECHNICAL	FOREST SUSTAINABILITY LAB-DLABS
UNDERSTANDING CORPUS LINGUISTICS	09/22/2021	09/22//2021	3.0	PROFESSIONAL	VSU--DLABS
GLOBALIZATION: INTERDEPENDENCY OF ASIA PACIFIC NATIONS VIS-À-VIS SOUTH CHINA SEA	10/11/2021	10/11/2021	2.0	SOFT SKILLS	VSU-DLABS
MANDATORY ORIENTATION AND RE-ORIENTATION OF ACADEMIC ADVISERS,	02/03/2022	02/03/2022	8 hrs.	PROFESSIONAL	VSU-ACADEMIC AFFAIRS
VSU FACULTY ONBOARDING	02/07/2022	02/08/2022	16 hrs.	PROFESSIONAL	VSU-ACADEMIC AFFAIRS
VSUEE-WEBINAR WORKSHOP	02/09/2022	02/10/2022	16 hrs.	TECHNICAL	VSU-ACADEMIC AFFAIRS
TEACH TALK: HOW TO TEACH AND MANAGE YOUR GEN Z CLASS	03/21/2022	03/21/2022	3 hrs.	PROFESSIONAL	UP-DILIMAN
FILMAKING FOR TEACHERS	05/12/2022	05/12/2022	3 hrs.	TECHNICAL	DICT
VOTER'S EDUCATION AND THE MANY FACES OF DEMOCRACY	06/02/2022	06/03/2022	8 hrs.	SOFT SKILLS	VSU-DLABS
TEACH TALK (THE CONTEMPORARY WORLD EDITION)	06/06/2022	06/06/2022	3 hrs.	PROFESSIONAL	UP-DILIMAN
(Continue on separate sheet if necessary)					
VIII. OTHER INFORMATION					
31. SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)			33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
Journalism skills	CHAMPION ON FEATURE WRITING FILIPINO DURING THE REGIONAL TERTIARY SCHOOLS PRESS CONFERENCE 2018			PIT COLLEGE STUDENT PUBLICATION-FULCRUM	
Hosting	FITTH PLACE RADIO BROADCASTING RTSPC 2018			FUTURE EDUCATORS ORGANIZATION	
Photography	EDITORIAL WRITER OF THE YEAR 2018			PIT SCHOLARS ASSOCIATION	
	SECOND PLACE NEWS WRITING FILIPINO IN RTSPC 2017			WORLD VISION DEVELOPMENT FOUNDATION	
(Continue on separate sheet if necessary)					
SIGNATURE			DATE		February 3, 2023

<p>34. Are you related by consanguinity or affinity to the appointing or recommending chief of bureau or office or to the person who has immediate supervision over Bureau or Department where you will be appointed,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, or ordinance?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>37. Have you ever been separated from the service in any of the following modes?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the three (3)-month period before the date of your appointment?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>b. Have you resigned from the government service during the three (3)-month period before the date of your appointment?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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 10549):</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>ROTHELIA MARIA G. UGSAD</td> <td>PALOMPON, LEYTE</td> <td>N/A</td> </tr> <tr> <td>ROUSHIELL FRANCE S. LONDON</td> <td>PALOMPON, LEYTE</td> <td>N/A</td> </tr> <tr> <td>MARTHY JOHN LUBIANO</td> <td>PALOMPON, LEYTE</td> <td>N/A</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	ROTHELIA MARIA G. UGSAD	PALOMPON, LEYTE	N/A	ROUSHIELL FRANCE S. LONDON	PALOMPON, LEYTE	N/A	MARTHY JOHN LUBIANO	PALOMPON, LEYTE	N/A
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MARTHY JOHN LUBIANO	PALOMPON, LEYTE	N/A											
<p>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</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> <td style="text-align: center; padding: 2px;"><b>PLEASE INDICATE ID</b></td> </tr> <tr> <td style="padding: 2px;">Government Issued ID PhilHealth</td> <td></td> </tr> <tr> <td style="padding: 2px;">ID/License/Passport N 13-025534296-8</td> <td></td> </tr> <tr> <td style="padding: 2px;">Date/Place of Issuance May 2019/ Ormoc City</td> <td></td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)	<b>PLEASE INDICATE ID</b>	Government Issued ID PhilHealth		ID/License/Passport N 13-025534296-8		Date/Place of Issuance May 2019/ Ormoc City		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 100px; vertical-align: bottom; padding: 5px;"> <p style="text-align: center;">Signature (Sign inside the box)</p> <p style="text-align: center;">February 3, 2023</p> <p style="text-align: center;">Date Accomplished</p> </td> <td style="width: 50px; vertical-align: bottom; padding: 5px;"> <p style="text-align: center;">Right Thumbmark</p> </td> </tr> </table>	<p style="text-align: center;">Signature (Sign inside the box)</p> <p style="text-align: center;">February 3, 2023</p> <p style="text-align: center;">Date Accomplished</p>	<p style="text-align: center;">Right Thumbmark</p>		
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<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 200px; height: 50px; margin: 10px auto; text-align: center; padding-top: 10px;"> <p>Person Administering Oath</p> </div>													