

VISAYAS STATE UNIVERSITY
PERSONAL DATA SHEET
For Job Order Workers

PLEASE PASTE an
ID picture taken within
the last 6 months
(2" x 2" or Passport Size)
(REQUIRED)

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

1. SURNAME		M O D I N A																					
FIRST NAME		G I L B E R T																					
MIDDLE NAME		D I I N G A L												2. NAME EXTENSION (e.g. Jr., Sr.)									
3. DATE OF BIRTH (mm/dd/yyyy)				08 / 11 / 1981				11. PRESENT ADDRESS				PANGASUGAN, BAYBAY CITY, LEYTE											
4. PLACE OF BIRTH				BAYBAY CITY LEYTE				12. ZIP CODE				6521											
5. SEX				<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female																			
6. CIVIL STATUS				<input type="checkbox"/> Single <input type="checkbox"/> Widowed <input checked="" type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____																			
7. CITIZENSHIP				FILIPINO				9. WEIGHT (kg)				75				15. TIN							
8. HEIGHT (m)				1.55				10. BLOOD TYPE				A+				16. PAG-IBIG ID NO.							
17. SPOUSE'S SURNAME		MODINA												18. NAME OF CHILD (Write full name and list all)				DATE OF BIRTH (mm/dd/yyyy)					
FIRST NAME		JOSEPHINE												SHANIA B. MODINA				9/11/2005					
MIDDLE NAME		ROSA GAS												SHARINA JOY B. MODINA				12/25/2013					
19. HIGHEST EDUCATIONAL ATTAINMENT (Please check and underline the specific)				<input type="checkbox"/> Elementary (Grade ____ / Graduated) <input checked="" type="checkbox"/> High School (1st, 2nd, 3rd, 4th, <u>Graduated</u>) <input type="checkbox"/> College (1st, 2nd, 3rd, 4th, Graduated) Degree: _____																			
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		Utility Worker				DPB G				Monthly				J.O				Yes			
Jan 2020		Present		Lab. Aide				DPB G				Monthly				J.O				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											
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																	
				/ /		/ /																	
				/ /		/ /																	
				/ /		/ /																	
				/ /		/ /																	

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.

123456789

BAYBAY

12/21

VI. SPECIAL SKILLS

31.	SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)	Proficiency		
		Highly Skilled	Average	Fair

(Continue on separate sheet if necessary)

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		
	/ /	/ /		
	/ /	/ /		

(Continue on separate sheet if necessary)

36. Are you related by consanguinity or affinity to any of the following : a. Within the third degree with the appointing authority, recommending authority, chief of office/bureau/departement or person who has immediate supervision over you in the Office, Bureau or Departement where you will be appointed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	If YES, give details: _____	

(Continue on separate sheet if necessary)

VI. SPECIAL SKILLS

22. SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)	Proficiency (Please check)			REMARKS
	Highly Skilled	Average	Fair	

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



23. 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		
NONE				

24. Are you related by consanguinity or affinity to any of the following :	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
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? If YES, give details: _____ _____ _____	

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

NAME	ADDRESS	TEL. NO.
DILBERTO O. FERRAREN	VSU	

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. I also authorize the agency head / authorized representative to verify / validate the contents stated herein. I trust that this information shall remain confidential.	PLEASE PASTE an ID picture taken within the last 6 months (1"X1" or 2" x 2" or Passport Size) (REQUIRED) PHOTO
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13050884 COMMUNITY TAX CERTIFICATE NO.	 SIGNATURE (Sign inside the box)	
BAYBAY CITY ISSUED AT		
Jan 18 2021 Mar 15 2021		