CS Form No. 212 Revised 2017

PERSONAL DATA SHEET

AND RESIDENCE OF COMMERCIAL PROPERTY AND ADDRESS OF THE PARTY AND ADDRESS OF THE PARTY AND ADDRESS OF THE PARTY.	s () and use separate sheet if necessary. Indica	ate N/A if not applicable. DO N	OT ABBREVIA	TE. 1	. CS ID No.	([o not fill up. For	CSC use only
PERSONAL INFORMATIC								
SURNAME	Cayone				N	AME EXTENSION (JR.		
FIRST NAME	Kybee					N/A		
MIDDLE NAME	Managbanag							
DATE OF BIRTH (mm/dd/yyyy)	08/15/1997	16. CITIZENSHIP		Filipino Dual Citizenshi			p by naturalization	
. PLACE OF BIRTH	Cebu City	If holder of dual citizenship,		Pls. indicate of			ountry:	
. SEX	☐ Male ✓ Female	please indicate the de	tails.	Philippines				
S. CIVIL STATUS	✓ Single	17. RESIDENTIAL ADDRESS		louse/Block/Lot No. Street Subdivision/Village Barangay				
7. HEIGHT (m)	1.52							
B. WEIGHT (kg)	55.00	ZIP CODE	Ci	ty/Municipality			Province	
). BLOOD TYPE	0	18. PERMANENT ADDRESS						
		4	Hou	ise/Block/Lot No. Street				
10. GSIS ID NO.	N/A		Sub	ıbdivision/Village Barangay				
11. PAG-IBIG ID NO.	121233287724		Ci	ty/Municipality			Province	
12. PHILHEALTH NO.	120257526378	ZIP CODE						
13. SSS NO.	N/A	19. TELEPHONE NO.		N/A				
14. TIN NO.	350299065	20. MOBILE NO.			969-	070-7455		
15. AGENCY EMPLOYEE NO.	ENCY EMPLOYEE NO. VJO01238			kybee.cayone@vsu.edu.ph				
I. FAMILY BACKGROUND								
22. SPOUSE\'S SURNAME	N/A		23. NAME of CH	ILDREN (Write	e full name and	l list all)	DATE OF BIRTI	H (mm/dd/yyy
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A	Kyeff Leigh C. Flores			03/01	/2019	
MIDDLE NAME	N/A							
OCCUPATION	N/A					7		
EMPLOYER/BUSINESS NAME	N/A							
BUSINESS ADDRESS	N/A							
TELEPHONE NO.	N/A							
24. FATHER\'S SURNAME	Cayone							
FIRST NAME	Robert	NAME EXTENSION (JR., SR)						
MIDDLE NAME	Abinion							
25. MOTHER\'S MAIDEN NAME								
SURNAME	Managbanag							
FIRST NAME	Myra Cristina							
MIDDLE NAME	Mellejor			(0	Continue on sei	parate sheet if neces	san/)	
III. EDUCATIONAL BACK					online on se	orate direct il ricoco	saryy	
26.	NAME OF SCHOOL	BASIC EDUCATION/DEGR	REE/COURSE	PERIOD OF	ATTENDANCE	HIGHEST LEVEL/UNITS	YEAR	SCHOLARSH
LEVEL	(Write in full)	(Write in full)		From	То	EARNED (if not graduated)	GRADUATED	HONORS RECEIVED
ELEMENTARY	Baybay II Central School	Elementary		2004	2014		2014	N/A
SECONDARY	Franciscan College of Immaculate Conception	High School		2010	2014		2014	N/A
VOCATIONAL/ TRADE COURSE	N/A							
COLLEGE	University of Cebu - Main Campus	Bachelor of Science in Customs	s Administration	2014	2018		2018	N/A
GRADUATE STUDIES	N/A							
		(Continue on separate sheet if nec	cessary)					
SIGNATURE	Khang			D	ATE		06/04/2024	

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE (If Applicable) Career Service Sub-Professional 80.04			DATE OF				LICENSE (if applicable)		
				EXAMINATION / CONFERMENT	ATION / CONFER	TION / CONFERMENT		Date of Validity N/A	
			80.04	03/03/2024	New Ormoc City National High School				N/A
	EXPERIENC			(Continue on separate sheet	if necessary) indicated in the attache	JW J. F.			
INCLUS	SIVE DATES h/dd/yyyy) To	POSITION TIT (Write in full/Do not al	ΊΕ	DEPARTMENT / AGEN	CY / OFFICE / COMPANY o not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format*'00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVIC (Y/ N)
09/05/2018	06/05/2020	Billing Cler	k	Agility Interna	ational Logistics	13,000.00	-	Permanent	N
05/20/2018	08/20/2018	Import In Charge		Lao Custor	12,000.00	-	Temporary	N	
SIGN	ATURE	LA.		(Continue on separate shee	et if necessary) DATE		06/04	/2024	

29.		VORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S NAME & ADDRESS OF ORGANIZATION INCLUSIVE DATES					
	(Write in full)		(mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK	
	N/A		N/A	N/A	N/A		N/A
		(0	Continue on separat	e sheet if necessary)		
		INTERVENTIONS/TRAINING					
art from the most i	recent L&D/training program and include	only the relevant L&D/training taken for	the last five (5) ye		hief/Executive/Man		
30. TITLE OF	F LEARNING AND DEVELOPMENT INTER (Write in full)	EVENTIONS/TRAINING PROGRAMS	ATTEN (mm/de	DANCE	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)
	· · · · · · · · · · · · · · · · · · ·		From	То		Technical/etc)	
	"HRIS Software Onboardi	ng"	12/06/2023	12/06/2023	8	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte
"Unlocking Ex	cellence: The 5S Resolution for Clerks and	Heads at Visayas State University ^a	11/29/2023	11/29/2023	8	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte
	Attended the ISO 9001:2015 Awareness/Re	e-awareness Webinar	08/29/2023	08/29/2023	8	Technical	Supply, Property and Procurement Management Office, Visay State University
PPB Basic Course	Training on the RA 9184 and its Revised In 2016	nplementing Rules and Regulations Act of	08/22/2023	08/24/2023	24	Technical	VSU Baybay City, Leyte
Orientation/ Re-or	rientation of Duties and Responsibilities of documents and Records Control Procedure N	DRCs and AdDRCs, and Cascading of	09/07/2022	09/07/2022	8	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte
	HANDS ONLY CARDIOPULMONARY F		07/21/2022	07/22/2022	8	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte
	Women Inspiring Women	en	03/22/2022	03/22/2022	8	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte
	ISO 9001:2015 Awarenes/Re-aware	eness Seminar	08/30/2021	08/31/2022	16	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte
			(Continue on separa	ate sheet if necessa	y)		
III. OTHER II	NFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32. NO	ON-ACADEMIC DIS (1	STINCTIONS / REG Write in full)	COGNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	N/A		N	l/A			N/A
			(Continue on separ	ate sheet if necessa	ny)		1
		1 1					

34.	Are you related by consanguinity or affinity to the appointing the chief of bureau or office or to the person who has immed Office, Bureau or Department where you will be appointed,	diate supervision over you in the		
	a. within the third degree?		YES	✓ NO
	b. within the fourth degree (for Local Government Unit - Car	YES If YES, give details:	✓NO	
35.	a. Have you ever been found guilty of any administrative off	YES If YES, give details:	✓NO	
	b. Have you been criminally charged before any court?	YES If YES, give details:	NO	
36.	Have you ever been convicted of any crime or violation of a regulation by any court or tribunal?	YES If YES, give details:	✓NO	
37.	Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, exphased out (abolition) in the public or private sector?	YES If YES, give details:	✓NO	
38.	a. Have you ever been a candidate in a national or local ele (except Barangay election)?	YES If YES, give details	VNO S:	
	b. Have you resigned from the government service during to last election to promote/actively campaign for a national or	YES If YES, give details	✓NO s:	
39.	Have you acquired the status of an immigrant or permanen	YES If YES, give details (country):	
b.	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972) Are you a member of any indigenous group? Are you a person with disability? Are you a solo parent?	☐YES If YES, please speci ☐YES If YES, please speci ☐YES If YES, please speci	fy ID No	
41	REFERENCES (Person not related by consanguinity or affinity to applicant	nt /appointee)		[***]
	NAME	ADDRESS	TEL. NO.	
42	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized repres agree that any misrepresentation made in this docum administrative/criminal case/s against me.	ent laws, rules and regulations of the sentative to verify/validate the content	Republic of the s stated herein. I	KYBEETM CAYONE PHOTO
	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Drivert's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: N/A	Lan		
1	D/License/Passport No.: N/A	hav		
H	Date/Place of Issuance: N/A	box)		
L		Date Accomplished		Right Thumbmark
	SUBSCRIBED AND SWORN to before me this	, affiant ex	hibiting his/her validly is	ssued government ID as indicated above.
		ath		