

PERSONAL DATA SHEET

WARNING: Any misrepresentation 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. **DO NOT ABBREVIATE.**

1. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	GORNOT			
FIRST NAME	MYLYN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	BALEÑA			
3. DATE OF BIRTH (mm/dd/yyyy)	8/29/1997	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:	
4. PLACE OF BIRTH	TACLOBAN CITY, LEYTE	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	A.C. CORTES AVENUE House/Block/Lot No. Street BARANGAY LOOC Subdivision/Village Barangay MANDAUE CITY CEBU City/Municipality Province	
7. HEIGHT (m)	1.54 m	ZIP CODE	6014	
8. WEIGHT (kg)	39.5 kg	18. PERMANENT ADDRESS	BLOCK I LOT 91 House/Block/Lot No. Street SCANDINAVIAN VILLAGE BARANGAY 100, SAN ROQUE Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province	
9. BLOOD TYPE	O		ZIP CODE	6500
10. GSIS ID NO.	N/A		19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	1212-5313-0359		20. MOBILE NO.	09651332876
12. PHILHEALTH NO.	1325-2790-2308	21. E-MAIL ADDRESS (if any)	mylyngornot@gmail.com	
13. SSS NO.	34-8546898-9			
14. TIN NO.	745-784-538-00000			
15. AGENCY EMPLOYEE NO.	201979			

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	GORNOT			
FIRST NAME	JAIME	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ZOSA			
25. MOTHER'S MAIDEN NAME				
SURNAME	BALEÑA			
FIRST NAME	EVELYN			
MIDDLE NAME	VERAQUE			

(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 (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	TALALORA CENTRAL ELEMENTARY SCHOOL	PRIMARY EDUCATION	2008	2010	N/A	2010	WITH HONORS
SECONDARY	THE SISTERS OF MARY SCHOOL-GIRLSTOWN, INC.	HIGH SCHOOL	2010	2013	N/A	2013	N/A
VOCATIONAL / TRADE COURSE	SISTERS OF MARY SCHOOL TECHNICAL EDUCATION INSTITUTE, INC.	CONSUMER ELECTRONICS SERVICING (CES) NCII	2013	2013	N/A	2013	NCII HOLDER
COLLEGE	LEYTE NORMAL UNIVERSITY	BACHELOR OF LIBRARY AND INFORMATION SCIENCE (BLIS)	2014	2018	N/A	2018	CUM LAUDE
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)


SIGNATURE		DATE	May 11, 2021
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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
	PD 907	N/A	3/24/2018	TACLOBAN CITY	100108181071	N/A
	LIBRARIANS' LICENSURE EXAMINATION	81.65%	09/18-19/2020	TACLOBAN CITY	0009009	8/29/2021


V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

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SIGNATURE		DATE	May 11, 2021
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
	EVERYNATION CAMPUS-TACLOBAN / LEVEL 3, ROBINSONS NORTH, TACLOBAN CITY	2014	2019		MEMBER	
	VICTORY TACLOBAN / LEVEL 3, ROBINSONS NORTH, TACLOBAN CITY	2014	2019		KIDS CHURCH TEACHER	
	YOUTH FOR HUMAN & ECOLOGICAL SECURITY (YHES) ORGANIZATION/ BRGY. 100 SAN ROQUE TACLOBAN CITY, LETE	2017	2018		AUDITOR	
	BOOK ENTHUSIAST ORGANIZATION/ LEYTE NORMAL UNIVERSITY, TACLOBAN CITY	2014	2019		MEMBER/ SECRETARY/ SECOND YEAR REPRESENTATIVE	
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
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			
	LIBRARIES AS CATALYTS IN THE NEW NORMAL ENVIRONMENT: CHANGES. REFORMS. TRANSFORMATIONS	11/24/2020	11/27/2021	20 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION INC.
	COPYRIGHT FORUM SERIES: COPYRIGHT AND FAIR USE IN THE EDUCATIONAL AND PUBLISHING SECTOR AND THE WAY FORWARD AND THE STATE OF THE PUBLISHING SECTOR IN THE TIME OF COVID: OPPORTUNITIES AND CHALLENGES	9/24/2020	9/25/2020	10 HRS.	SUPERVISORY	INTELLECTUAL PROPERTY OFFICE OF THE PHILIPPINES BUREAU OF COPYRIGHT AND RELATED RIGHTS
	REMOTE LEARNING RESOURCES AND GUIDELINES OF LIBRARIES IN THE NEW NORMAL	9/14/2020	9/14/2020	5 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - EASTERN VISAYAS REGION LIBRARIANS COUNCIL IN COLLABORATION WITH REGALO TOUCHING LIVES
	ONLINE LIBRARY: CURATING RESOURCES FOR ACCESS	9/11/2020	9/11/2020	2 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - CARAGA REGION LIBRARIANS COUNCIL IN PARTNERSHIP WITH REGALO TOUCHING LIVES
	LIBRARY PREPAREDNESS AND DEMANDS OF SERVICES DURING PANDEMIC	8/19/2020	8/19/2020	5 HRS.	SUPERVISORY	CONSORTIUM OF THE SOUTH (COTS) PRIVATE HIGHER EDUCATION INSTITUTIONS, INC. LIBRARY COMMITTEE AND EBSCO
	WORK FROM HOME: LIBRARIANS' STRATEGIES IN THE NEW NORMAL	8/1/2020	8/1/2020	1 HR. & 30 MINS	SUPERVISORY	NORTHERN MANILA LIBRARY NETWORK AND EBSCO
	LIBRARIES AND MENTAL HEALTH: HOW TO COPE UP WITH STRESS, ANXIETY AND DEPRESSION DURING COVID-19 PANDEMIC	7/31/2020	7/31/2020	2 HRS.	SUPERVISORY	QUEZON CITY PUBLIC LIBRARY READERS SERVICES DIVISION IN PARTNERSHIP WITH REGALO TOUCHING LIVES
	LIBRARIANS TAKE OFF IN THE NEW NORMAL	7/29/2020	7/30/2020	10 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - CORDILLERA ADMINISTRATIVE REGION LIBRARIANS COUNCIL IN PARTNERSHIP WITH CE-LOGIC, INC.
	CPD: RESPONDING TO THE CHANGING TIMES	7/30/2020	7/30/2020	3 HRS.	SUPERVISORY	PROFESSIONAL REGULATION COMMISSION
	SURVIVE AND THRIVE: REINVENTING LIBRARY SERVICES DURING PANDEMIC	7/24/2020	7/24/2020	3 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - SOUTHERN TAGALOG REGION LIBRARIANS COUNCIL IN PARTNERSHIP WITH CE-LOGIC, INC.
	PREPARED, NOT SCARED: LIBRARIES AMIDST COVID-19 PANDEMIC	7/20/2020	7/20/2020	5 HRS.	SUPERVISORY	BULACAN PUBLIC LIBRARIANS ASSOCIATION, DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY AND REGALO TOUCHING LIVES
	STAYING CONNECTED: COMMUNICATING WITH LIBRARY USERS AMID THE PANDEMIC	7/4/2020	7/4/2020	5 HRS.	SUPERVISORY	POLYTECHNIC UNIVERSITY OF THE PHILIPPINES LIBRARY SCIENCE ALUMNI ASSOCIATION, INC.
	CONFERENCE ON LIBRARY AND INFORMATION STUDIES (CLIS 2020) WITH THE THEME: TRANSFORMING LIBRARY SPACES	7/2/2020	7/3/2020	16 HRS.	SUPERVISORY	DE LA SALLE UNIVERSITY LIBRARIES AND PHILIPPINE NORMAL UNIVERSITY LIBRARY AND INFORMATION SCIENCE ALUMNI ASSOCIATION (PNU-LISA), INC.
	DRAFTING LIBRARY POLICY GUIDELINES UNDER THE NEW NORMAL	6/29/2020	6/29/2020	2 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - CENTRAL LUZON REGION LIBRARIANS COUNCIL
	RESPONDING TO NEW NORMAL ENVIRONMENT OR PANDEMIC: KEEPING YOUR STAFF, PATRONS, & FACILITIES SAFE	6/26/2020	6/26/2020	5 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - NEGROS ISLAND REGION LIBRARIANS COUNCIL IN PARTNERSHIP WITH CE-LOGIC, INC.
	THE 'NEW NORMAL' REALITY: UNRAVELING THE NEW DIMENSIONS IN RESEARCH, EDUCATION, INSTRUCTION AND OPERATIONS	5/14/2020	5/14/2020	5 HRS.	SUPERVISORY	CE-LOGIC AND C&E PUBLISHING, INC.
	COVID-19 POST-COMMUNITY QUARANTINE STRATEGIES FOR LIBRARIES	4/27/2020	4/27/2020	8 HRS.	SUPERVISORY	EMERALD PUBLISHING IN PARTNERSHIP WITH PHILIPPINE LIBRARIANS ASSOCIATION, INC.
	RE-ORIENTATION AND WORKSHOP ON ISO 9001:2015 REQUIREMENTS SEMINAR AND WORKSHOP	11/28/2019	11/29/2019	16 HRS.	SUPERVISORY	UNIVERSITY OF CEBU LAPU-LAPU AND MANDAUE CAMPUS- INSTITUTIONAL QUALITY ASSURANCE
	1ST RESEARCH COLLOQUIUM AND 2019 GENERAL ASSEMBLY: TRANSFORMING LIBRARIES THGROUGH DATA-DRIEVEN OPERATIONS	8/31/2019	8/31/2019	5 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - CENTRAL VISAYAS REGION LIBRARIANS COUNCIL
	FREEDOM OF INFORMATION (FOI) PROGRAM WORKSHOP FOR LIBRARIANS	8/9/2019	8/9/2019	5 HRS.	SUPERVISORY	PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE FREEDOM OF INFORMATION-PROJECT MANAGEMENT OFFICE
	FORUM ON LIBRARY AND INFORMATION SCIENCE TRENDS AND UPDATES	1/10/2019	1/10/2019	3 HRS.	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - EASTERN VISAYAS REGION LIBRARIANS COUNCIL
	EASTERN VISAYAS REGION LIBRARIANS SUMMIT	8/29/2017	8/31/2017	24 HRS	SUPERVISORY	PHILIPPINE LIBRARIANS ASSOCIATION, INC. - EASTERN VISAYAS REGION LIBRARIANS COUNCIL
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS AND HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	DANCING		N/A		PHILIPPINE LIBRARIANS ASSOCIATION INC. -EASTERN VISAYAS REGION LIBRARIANS COUNCIL (PLAI-EVRLC)	
	READING BOOKS					
	STORY TELLING TO CHILDREN					
	WRITING STORIES AND POEMS					
	WATCHING KOREAN DRAMAS					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	05/11/2021	

<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, 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>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><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, ordinance or regulation by any court or tribunal?</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: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?</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 last year (except Barangay election)?</p> <p>b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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 8972), please answer the following items:</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: 35%;">NAME</th> <th style="width: 40%;">ADDRESS</th> <th style="width: 25%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>DR. MILA M. LACSON</td> <td>UNIVERSITY OF CEBU LAPO-LAPO AND MANDAUE CAMPUS/ A.C. CORTES AVENUE, MANDAUE CITY CEBU</td> <td>9173152905</td> </tr> <tr> <td>MRS. RHODORA T. NAVARRO</td> <td>LEYTE NORMAL UNIVERSITY/ PATERNO ST. TACLOBAN CITY, LEYTE</td> <td>09773306047/093 97209556</td> </tr> <tr> <td>MRS. HYDELYN NAVARRA-CINCO</td> <td>DEPARTMENT OF EDUCATION- REGIONAL OFFICE VIII, CANDAUG PALO, LEYTE</td> <td>9952404640</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	DR. MILA M. LACSON	UNIVERSITY OF CEBU LAPO-LAPO AND MANDAUE CAMPUS/ A.C. CORTES AVENUE, MANDAUE CITY CEBU	9173152905	MRS. RHODORA T. NAVARRO	LEYTE NORMAL UNIVERSITY/ PATERNO ST. TACLOBAN CITY, LEYTE	09773306047/093 97209556	MRS. HYDELYN NAVARRA-CINCO	DEPARTMENT OF EDUCATION- REGIONAL OFFICE VIII, CANDAUG PALO, LEYTE	9952404640
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<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 filing of administrative/criminal case/s against me.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i></td> </tr> <tr> <td>Government Issued ID: PRC LICENSE</td> </tr> <tr> <td>ID/License/Passport No.: 009009</td> </tr> <tr> <td>Date/Place of Issuance: 10/01/2018 / TACLOBAN CITY</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i>	Government Issued ID: PRC LICENSE	ID/License/Passport No.: 009009	Date/Place of Issuance: 10/01/2018 / TACLOBAN CITY	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  Signature (Sign inside the box) 05/11/2021 Date Accomplished </td> </tr> </table>	 Signature (Sign inside the box) 05/11/2021 Date Accomplished							
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<p style="text-align: center;">SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center; margin-top: 20px;"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 40px;"></td> </tr> <tr> <td>Person Administering Oath</td> </tr> </table> </div>			Person Administering Oath										
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