## **PERSONAL DATA SHEET**

| WARNING: Any misrepresenta<br>concerned.                      | tion made in the Persona   | al Data Sheet and the                            | e Work Experience Sheet sl                       | hall cause the                | filing of ad                 | ministrativ  | e/criminal case/s    | against the p      | oerson            |  |
|---|--|--|--|-------------------------------|------------------------------|--|----------------------|--------------------|-------------------|--|
| READ THE ATTACHED GUIDE Print legibly. Tick appropriate boxes |  |  |  |                               | E PDS FOR                    | M.<br>1. CS ID No.                                   |                      | (Do not fill up. F | For CSC use only) |  |
| I. PERSONAL INFORMATIO  |  | ,  |  |                               |                              |  |                      |                    |                   |  |
| SURNAME   | WENCESLAO-BAJAN  |  |  |                               |                              |  |                      |                    |                   |  |
| FIRST NAME  | MICHELLE   | MICHELLE   |  |                               |                              |  | NAME EXTENSION (JF   | R., SR)            | N/A               |  |
| MIDDLE NAME   | PRADO  |  |  |                               |                              |  |                      |                    |                   |  |
| 3. DATE OF BIRTH (mm/dd/yyyy)                                 | 06/20/1999   |  | 16. CITIZENSHIP                                  |                               | ino □Dual Citizenship □by na |  |                      | zation             |                   |  |
| 4. PLACE OF BIRTH   | BAYBAY CIT   | If holder of dual citizer                        | zenship,   |                               |                              | Pls. indicate country:                               |                      |                    |                   |  |
| 5. SEX  | ☐ Male   |  | please indicate the details.                     |                               |                              |  |                      |                    | •                 |  |
| 6 CIVIL STATUS  | ☐ Widowed ☐ Separated ☐ Other/s:   |  | 17. RESIDENTIAL ADDRESS                          | Hou                           | 11443<br>House/Block/Lot No. |  |                      | Centro<br>Street   |                   |  |
|   |  |  |  |                               | N/A                          |  |                      | Maypatag           |                   |  |
| 7. HEIGHT (m)   |  |  |  | Subdivision/Village<br>Baybay |                              |  | Barangay<br>Leyte    |                    |                   |  |
| 8. WEIGHT (kg)  | 51 kg  |  |  | City/Mu                       |                              | Municipality 6521                                    |                      | Province           |                   |  |
|   |  |  | ZIP CODE  18. PERMANENT ADDRESS                  | 11443                         |                              | 0321   | Centro               |                    |                   |  |
| 9. BLOOD TYPE   | N/A  | 1  | 10.1 ENWARENT ABBREOS                            | House/Block/Lot No.           |                              | 0.   | Street               |                    |                   |  |
| 10. GSIS ID NO.   | N/A  | 1  |  | Sul                           | N/A<br>bdivision/Village     | 9  | Maypatag<br>Barangay |                    |                   |  |
| 11. PAG-IBIG ID NO.   | 12132806   | 37063  |  | Ci                            | Baybay<br>ty/Municipality    |  |                      | Leyte<br>Province  |                   |  |
| 12. PHILHEALTH NO.  | 13202844   | 44633  | ZIP CODE   |                               |                              |  | 6521                 |                    |                   |  |
| 13. SSS NO.   | N/A  |  | 19. TELEPHONE NO.                                |                               | N/A                          |  |                      |                    |                   |  |
| 14. TIN NO.   | 642-380-05   | 7-00000  | 20. MOBILE NO.                                   | 09922236629                   |                              |  |                      |                    |                   |  |
| 15. AGENCY EMPLOYEE NO.                                       | N/A  | 1  | 21. E-MAIL ADDRESS (if any)                      | michelle.bajan@vsu.edu.ph     |                              |  |                      |                    |                   |  |
| II. FAMILY BACKGROUND   |  |  |  |                               |                              |  |                      |                    |                   |  |
| 22. SPOUSE'S SURNAME BAJAN                                    |  |  | 23. NAME of CHILDREN (Write full name an         |                               |                              | f list all)  | DATE OF BIR          | TH (mm/dd/yyyy)    |                   |  |
| FIRST NAME  | VIRGILIO   |  | NAME EXTENSION (JR., SR) N/A                     | N/A                           |                              | N/A  |                      | N/A                |                   |  |
| MIDDLE NAME   |  | PAÑAMOGAN  |  |                               |                              |  |                      |                    |                   |  |
| OCCUPATION  | UPATION LOCAL FARMER TECHNICIAN  |  |  |                               |                              |  |                      |                    |                   |  |
| EMPLOYER/BUSINESS NAME  |  | N/A  |  |                               |                              |  |                      |                    |                   |  |
| BUSINESS ADDRESS  |  | N/A  |  |                               |                              |  |                      |                    |                   |  |
| TELEPHONE NO.   |  | N/A  |  |                               |                              |  |                      |                    |                   |  |
| 24. FATHER'S SURNAME  |  | WENCESLAO  |  |                               |                              |  |                      |                    |                   |  |
| FIRST NAME  | NAME ANITO NAMI SR.  |  | NAME EXTENSION (JR., SR)  SR.                    |                               |                              |  |                      |                    |                   |  |
| MIDDLE NAME   |  | ORGE   |  |                               |                              |  |                      |                    |                   |  |
| 25.   | MOTHER'S MAIL  | DEN NAME   |  |                               |                              |  |                      |                    |                   |  |
| SURNAME   | URNAME PRADO   |  |  |                               |                              |  |                      |                    |                   |  |
| FIRST NAME  | FIRST NAME SOLEDAD   |  |  |                               |                              |  |                      |                    |                   |  |
| MIDDLE NAME   | IDDLE NAME CAJES   |  |  |                               | (Co                          | ontinue on se  | parate sheet if nece | ssary)             |                   |  |
| III. EDUCATIONAL BACKG  | ROUND  |  | ı  |                               |                              |  |                      |                    | SCHOLARSHIP/      |  |
| 26. NAME OF SCHOOL (Write in full)                            |  | BASIC EDUCATION/DEGREE/COURSE<br>(Write in full) |  | PERIOD OF ATTENDANCE From To  |                              | HIGHEST LEVEL/<br>UNITS EARNED<br>(if not graduated) | YEAR<br>GRADUATED    | ACADEMIC           |                   |  |
| ELEMENTARY  | RY MAYPATAG ELEMENTARY SCHOOL  |  | PRIMARY EDUCATION                                |                               | 2006                         | 2012   | GRADUATED            | 2012               | VALEDICTO<br>RIAN |  |
| SECONDARY   | CIABU NATIONAL HIGH SCHOOL (JUNIOR<br>HIGH SCHOOL)<br>BAYBAY CITY SENIOR HIGH SCHOOL (SENIOR<br>HIGH SCHOOL) |  | SECONDARY EDUCATION                              |                               | 2012                         | 2018   | GRADUATED            | 2018               | WITH<br>HONORS    |  |
| VOCATIONAL /<br>TRADE COURSE                                  | N/A  |  | N/A  |                               | NA                           | NA   | NA                   | N/A                | NA                |  |
| COLLEGE   | VISAYAS STATE UNIVERS<br>CAMPI   |  | BACHELOR OF SECONDARY EDUCATION MAJOR IN SCIENCE |                               | 2018                         | 2022   | GRADUATED            | 2022               | CUM<br>Laude      |  |
| GRADUATE STUDIES  | FRANCISCAN COLLEGI<br>CONCEPTIO  | N (FCIC)   | MASTER OF EDUCATION NATURAL SCIEN                | NCE                           | 08/26/2023                   | PRESENT  | 24 UNITS             | N/A                | NA                |  |
|   |  | (C   | ontinue on separate sheet if nec                 | essary)                       |                              |  |                      |                    |                   |  |
| SIGNATURE   |  | - Alteria  | Jao  |                               | DA                           | TE   |                      | 07/16/24           |                   |  |

| IV. CIVIL S                                    | ERVICE ELIGI         | IBILITY  |          |                          |   |                     |  |                          |                           |
|--|----------------------|--|----------|--------------------------|---|---------------------|--|--------------------------|---------------------------|
| 27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER |                      | RATING   | DATE OF  | DI AGE OF EVANINA        |   |                     | LICENSE (if applicable)                            |                          |                           |
| BA   |                      | SPECIAL LAWS/ CES/ CSEE (If Applicable)  (If Applicable) |          | (MEN I                   | NUMBER  | Date of<br>Validity |  |                          |                           |
| Licensure I                                    | Examination for      | r Professional Teachers  | 85.20    | 19/03/2023               | 19/03/2023 Tacloban City  |                     | 2066963  | 06/20/26                 |                           |
|  |                      |  |          |                          |   |                     |  |                          |                           |
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|  | XPERIENCE            | C4-45  |          |                          | . in dia ata d in the attach a  | I IA/a ula Franca   |  |                          |                           |
|  | JSIVE DATES          | nt. Start from your recent   |          |                          |   | r work Expe         | SALARY/ JOB/ PAY                                   |                          | 00147                     |
| (m   | m/dd/yyyy)           | POSITION TI<br>(Write in full/Do not a   |          |                          | ENCY / OFFICE / COMPANY<br>//Do not abbreviate)   | MONTHLY<br>SALARY   | GRADE (if<br>applicable)& STEP<br>(Format "00-0")/ | STATUS OF<br>APPOINTMENT | GOVT<br>SERVICE<br>(Y/ N) |
| From   | То                   |  |          | Institute of T-          | onical Ecology and  |                     | INCREMENT  |                          | (.///)                    |
| September<br>1,2023                            | December 20,<br>2023 | Part-Time Inst   | tructor  | <b>Environmental Ma</b>  | Institute of Tropical Ecology and<br>Environmental Management (Visayas State<br>University) |                     | N/A  | Temporary                | N                         |
| January 15,<br>2024                            | May 24, 2024         | Part-Time Inst   | tructor  | Environmental Ma         | Institute of Tropical Ecology and<br>Environmental Management (Visayas State<br>University) |                     | N/A  | Temporary                | N                         |
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| SIGN   | SIGNATURE            |  | Monastas | DATE                     | 07/16/24  |                     |  |                          |                           |
|  |                      |  | <u> </u> |                          |   |                     | -  | FORM 212 (Revised 20     |                           |

| I. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S                   |                              |  |                     |                 |  |   |  |  |
|--|------------------------------|--|---------------------|-----------------|--|---|--|--|
| VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT 29. NAME & ADDRESS OF ORGANIZATION                   |                              |  | INCLUSIVE DATES     |                 |  |   |  |  |
| 29. INAMIE A AUDICESS OF UNDAMINERATION (Write in full)  |                              |  | d/yyyy)<br>To       |                 |  | POSITION / NATURE OF WORK   |  |  |
| VISAYAS STATE UNIVERSITY INTEGRATED HIGH SCHOOL  |                              |  | 27/05/2022          | 360             | PRACTICE TEACHER   |   |  |  |
|  |                              |  |                     |                 |  |   |  |  |
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| VII. LEARNING AND DEVELOPMENT (L&D)  |                              | tinue on separate s  |                     | )               |  |   |  |  |
|  |                              | INCLUSIVE  | DATES OF            |                 | Type of LD   |   |  |  |
| 30. TITLE OF LEARNING AND DEVELOPMENT INTEI (Write in full)  | RVENTIONS/TRAINING PROGRAMS  | (mm/d  | DANCE<br>d/yyyy)    | NUMBER OF HOURS | ( Managerial/<br>Supervisory/<br>Technical/etc)            | CONDUCTED/ SPONSORED BY<br>(Write in full)                        |  |  |
|  |                              | From   | То                  |                 | ,  |   |  |  |
| Basic Computer Lit   | eracy                        | 02/05/2024   | 02/17/2024          | 80 hours        | Technical  | ELTECH LEARNING HUB   |  |  |
| "Creating a Safe Spaces for Learners", "The Art and Style of Handling<br>Parent Teacher Conferences"             |                              |  | 10/07/2023          | 4 hours         | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE) INC.    |  |  |
| "The Art of Questioning"   |                              |  | 09/30/2023          | 2 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE) INC.    |  |  |
| "Life-long Learning: Embracing Growth and Excellence, "Teacher<br>Excellence in the Post-Pandemic Era"           |                              |  | 09/23/2024          | 4 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS<br>AND EDUCATORS (PAFTE) INC. |  |  |
| "Preparing Electronic Portfolio", "Interactive and Innovative Teaching Strategies"                               |                              |  | 09/09/2024          | 4 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE) INC.    |  |  |
| "Integrating Technological Tools in Teaching", "Teaching Strategies in<br>the New Normal"                        |                              |  | 09/02/2024          | 4 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS<br>AND EDUCATORS (PAFTE) INC. |  |  |
| "Utilization of Test Results", "Test Construction for Critical Thinking"   |                              |  | 08/26/2024          | 4 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS<br>AND EDUCATORS (PAFTE) INC. |  |  |
| "Artificial Intelligence (Ai) In Education", "Guidelines on Recruitment,<br>Selection, and Appointment in DepEd" |                              |  | 08/19/2024          | 4 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS<br>AND EDUCATORS (PAFTE) INC. |  |  |
| "Integrating Values with Subject Matter", "I Plans"  | Writing High-Impact Learning | 08/12/2023   | 08/12/2025          | 4 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS<br>AND EDUCATORS (PAFTE) INC. |  |  |
| "Class Advisers as Para-C  | Counselors"                  | 08/05/2023   | 08/05/2025          | 2 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE) INC.    |  |  |
| "Teaching as a Profession, Miss  | ion, and Vocation"           | 07/29/2023   | 07/29/2023          | 2 hrs           | Technical  | PHILIPPINE ASSOCIATION FOR TEACHERS<br>AND EDUCATORS (PAFTE) INC. |  |  |
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| (Continue on separate sheet if necessary)  VIII. OTHER INFORMATION   |                              |  |                     |                 |  |   |  |  |
| 31. SPECIAL SKILLS and HOBBIES 32. NON   |                              | I-ACADEMIC DISTII  | NCTIONS / RECOGI    | NITION          | 33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) |   |  |  |
| COMMUNICATION Guest Speaker at the 7th Comme   |                              | ncement Exercises in Ciabu National High School (MAY 30,                         |                     |                 |  | Philippine Association for Teachers and                           |  |  |
| TIME MANAGEMENT Guest Speaker at the Graduation  |                              | 2024)<br>on and Completion Rites in Maypatag Elementary School<br>(MAY 30, 2024) |                     |                 |  | Educators (PAFTE)   |  |  |
| ADAPTABILITY   |                              | (mA1 30,   |                     |                 |  |   |  |  |
| COMPUTER SKILLS  |                              |  |                     |                 |  |   |  |  |
| WRITING SKILLS   |                              |  |                     |                 |  |   |  |  |
| LESSON PLANNING  |                              |  |                     |                 |  |   |  |  |
| READING  |                              |  |                     |                 |  |   |  |  |
| SIGNATURE — CATHON CON   |                              | force on separate s  | sheet if necessary) | DATE            |  | 07/16/24  |  |  |

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| _  |   |  |                                  |                                   |  |  |  |  |
|--|---|--|----------------------------------|-----------------------------------|--|--|--|--|
| 34.  | Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed, a. within the third degree?  b. within the fourth degree (for Local Government Unit - Care   | YES YES If YES, give deta  | ☑ NO<br>☑ NO<br>ils:             |                                   |  |  |  |  |
| 35.  | a. Have you ever been found guilty of any administrative off  | ☐ YES ☑ NO If YES, give details:   |                                  |                                   |  |  |  |  |
|  | b. Have you been criminally charged before any court?   | YES If YES, give deta Date Filed: Status of Case/s:  | :                                |                                   |  |  |  |  |
| 36.  | Have you ever been convicted of any crime or violation of a by any court or tribunal?   | ☐ YES ☑ NO If YES, give details:   |                                  |                                   |  |  |  |  |
| 37.  | Have you ever been separated from the service in any of th retirement, dropped from the rolls, dismissal, termination, er out (abolition) in the public or private sector?  |  | ☐ YES ☑ NO If YES, give details: |                                   |  |  |  |  |
| 38.  | A. Have you ever been a candidate in a national or local ele<br>Barangay election)?   | ction held within the last year (except  | ☐ YES ☑ NO If YES, give details: |                                   |  |  |  |  |
|  | b. Have you resigned from the government service during the election to promote/actively campaign for a national or local   |  | ☐ YES ☑ NO If YES, give details: |                                   |  |  |  |  |
| 39.  | Have you acquired the status of an immigrant or permanent   | ☐ YES ☑ NO If YES, give details (country):   |                                  |                                   |  |  |  |  |
| <ul><li>40.</li><li>a.</li><li>b.</li><li>c.</li></ul> | Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag 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 ☑ NO If YES, please specify: ☐ YES ☑ NO If YES, please specify ID No: ☐ YES ☑ NO If YES, please specify ID No: |                                  |                                   |  |  |  |  |
| 41.  | REFERENCES (Person not related by consanguinity or affinity to applica  | nt /appointee)   |                                  |                                   |  |  |  |  |
|  | NAME  | ADDRESS  | TEL. NO.                         |                                   |  |  |  |  |
|  | DR. BAYRON S. BARREDO, EdD.   | Department of Teacher Education -<br>Visayas State University (VSU) - Main<br>Campus                                 | 1037                             |                                   |  |  |  |  |
|  | MARY ANGELICA A. VILLOCINO  | Visayas State University (VSU) Integrated<br>High School   | 1074                             |                                   |  |  |  |  |
|  | ANGELICA NICOLE CASTRO  | HILAPNITAN BAYBAY CITY, LEYTE  | 9552188656                       | KINDIN                            |  |  |  |  |
| 42.  | 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. |  |                                  |                                   |  |  |  |  |
| G<br>II  | Sovernment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)  PLEASE INDICATE ID Number and Date of Issuance  Sovernment Issued ID: PRC ID  D/License/Passport No.: 2066963  ate/Place of Issuance: 07/11/23   | (OX)   | Right Thumbmark                  |                                   |  |  |  |  |
|  | SUBSCRIBED AND SWORN to before me this  | , affiant exhibitir  | ng his/her validly issued        | government ID as indicated above. |  |  |  |  |
|  |   | h  |                                  |                                   |  |  |  |  |
| 1  |   | Person Administering Oat   | .11                              | l                                 |  |  |  |  |