

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	ANTIG		
FIRST NAME	DALIA	NAME EXTENSION (JR., SR)	
MIDDLE NAME	TUBO		
3. DATE OF BIRTH (mm/dd/yyyy)	12/12/1989	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	ALCOY, CEBU	If holder of dual citizenship, please indicate the details.	
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other SINGLE MOTHER	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village GUINSANGA-AN INOPACAN Barangay City/Municipality LEYTE Province
7. HEIGHT (m)	1.426 m	ZIP CODE	6522
8. WEIGHT (kg)	41 kg	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village GUINSANGA-AN INOPACAN Barangay City/Municipality LEYTE Province
9. BLOOD TYPE	O+	ZIP CODE	6522
10. GSIS ID NO.	N/A	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	121306487188	20. MOBILE NO.	0931 969 9242
12. PHILHEALTH NO.	132012308187	21. E-MAIL ADDRESS (if any)	dahliaantig0@gmail.com/dalia.antig@vsu.edu.ph
13. SSS NO.	N/A		
14. TIN NO.	458-762-636-000		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	23. NAME of CHILDREN (Write full name and list all)		DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	JANDAENO ANTIG
MIDDLE NAME	N/A		01/04/2012
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	25. MOTHER'S MAIDEN NAME		
FIRST NAME	ANTIG	SURNAME	TUBO
MIDDLE NAME	AGUSTIN	FIRST NAME	HERMINIGILDA
	SAYSON	MIDDLE NAME	PICSON
(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	MARAO ELEMENTARY SCHOOL	ELEMENTARY	1996	2002	(GRADUATED)	2002	CLASS VALEDICTORIAN
SECONDARY	TINAGO NATIONAL HIGH SCHOOL	SECONDARY	2002	2006	(GRADUATED)	2006	CLASS SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY - MAIN CAMPUS	BACHELOR OF SECONDARY EDUCATION - FILIPINO	2016	2020	(GRADUATED)	2020	COLLEGE SCHOLAR (VSU FUNDED)
GRADUATE STUDIES	FRANCISCAN COLLEGE OF IMMACULATE CONCEPTION, BAYBAY, LEYTE, INC.	Med - FILIPINO					

SIGNATURE		DATE
[Signature]		MARCH 03, 2025

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
	RA 1080 (LET)	89.60	Sept. 25, 2022	Tacloban City, Leyte	2184990	12/12/2027
	Barangay Eligibility	(Appointive Official)	(Appointive Official)	(Appointive Official - Barangay Treasurer)	(Appointive Official)	(Appointive Official)

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

[illegible]

SIGNATURE		DATE	MARCH 03, 2025
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for

DATE

MARCH 03, 2025

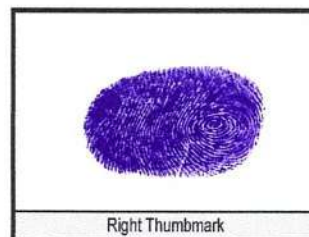
VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
(Continue on separate sheet if necessary)						
VII. LEARNING 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			
	RACE AGAINST SUICIDE: A GATEKEEPER'S TRAINING ON SUICIDE PREVENTION	10/16/2024	10/16/2024	8 HRS.	SOFT SKILLS DEVT.	VISAYAS STATE UNIVERSITY - SAS
	COMPUTER SKILLS DEVELOPMENT TRAINING: IMPROVING CLASSROOM LEARNING THRU ICT	04/01/2024	04/10/2024	80 HRS.	TECHNICAL	CPDCFT TRAINING CENTER
	SPARKLING SPACES: MASTERING THE ART OF HOUSEKEEPING	03/26/2024	03/26/2025	8 HRS.	SAFETY TRAINING	VISAYAS STATE UNIVERSITY - HRMO
	UPSKILLING AND RESKILLING TEACHING AND SUPERVISION SKILLS TRAINING	03/15/2024	03/24/2024	80 HRS.	TECHNICAL/ SUPERVISORY	CPDCFT TRAINING CENTER
	SEMINAR ON EDUCATIONAL INNOVATION AND PEDAGOGIES FOR TEACHERS OF FILIPINO MAJOR	03/01/2024	03/10/2024	80 HRS.	TECHNICAL	CPDCFT TRAINING CENTER
	HRIS SOFTWARE ONBOARDING	12/06/2024	12/06/2024	4 HRS	TECHNICAL	VISAYAS STATE UNIVERSITY
	UNLOCKING EXCELLENCE: THE 5S REVOLUTION FOR CLERKS AND HEADS AT VISAYAS STATE UNIVERSITY	11/29/2023	11/29/23	4 HRS	SAFETY TRAINING	VISAYAS STATE UNIVERSITY
	ISO AWARENESS AND REAWARENESS SEMINAR	08/30/2023	8/30/2023	4 HRS	TECHNICAL	VISAYAS STATE UNIVERSITY
	MENTAL HEALTH WELLNESS SEMINAR	04/25/2023	04/25/2023	4 HRS	SOFT SKILLS DEVT.	VISAYAS STATE UNIVERSITY
	MANDATORY ORIENTATION AND REORIENTATION OF ACADEMIC ADVISERS, DEPT.ENROLLMENT FOCAL PERSONS	08/25/2022	08/25/2022	8 HRS	TECHNICAL	VISAYAS STATE UNIVERSITY
	DESO TECHNICAL SUPPORT STAFF TRAINING ON VCM OPERATIONS	02/25/2022	02/26/2022	12 HRS	TECHNICAL	COMMISSION ON ELECTIONS (COMELEC)
	TRAINING - WORKSHOP ON THE UTILIZATION OF E-CLASSROOM THROUGH THE USE OF MULTIPOINT SERVER FOR CLASSROOM INSTRUCTION	10/24/2019	10/25/2019	16 HRS	TECHNICAL	DepEd - Plaridel National High School
	TRAINING - WORKSHOP ON THE LANGUAGE STRATEGIES IN TEACHING SCIENCE AND MATHEMATICS AS INSET	10/21/2019	10/23/2019	24 HRS	TECHNICAL	DepEd - Plaridel National High School
	SEMINAR - WORKSHOP ON THE BUDGET OPERATIONS MANUAL FOR BARANGAYS (BOMB)	4/22/2015	4/24/2015	20 HRS	TECHNICAL	Department of Budget-Regional Office, Leyte League of Local Budget Officers,
	9TH VISAYAS GEOGRAPHICAL CONFERENCE WITH THE THEME: "CREDIBILITY, TRANSPARENCY AND EFFICIENCY IN PUBLIC FINANCIAL MANAGEMENT TOWARDS GOOD LOCAL GOVERNANCE"	9/17/2014	9/19/2014	20 HRS	TECHNICAL	Philippine Association of Local Government Accountants (PhALGA), Inc
(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)		
	INTERPERSONAL/INTRA PERSONAL SKILLS					
	COMMUNICATION SKILLS					
	COMPUTER SKILLS					
	LEADERSHIP SKILLS					
	LOGICAL/ANALYTICAL/MATH SKILLS					
	MULTITASKING					
	FLEXIBLE/RESILIENCE					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	MARCH 03, 2025	

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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	☐ YES ☒ NO ☐ YES ☒ NO If YES, give details: _____
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	☐ YES ☒ NO If YES, give details: _____ ☐ YES ☒ NO If YES, give details: _____ Date Filed: _____ Status of Case/s: _____
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	☐ YES ☒ NO If YES, give details: _____
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?	☐ YES ☒ NO If YES, give details: _____
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? 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?	☐ YES ☒ NO If YES, give details: _____ ☐ YES ☒ NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	☐ YES ☒ NO If YES, give details (country): _____
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: a. Are you a member of any indigenous group? b. Are you a person with disability? c. 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: <u>00012 (178)</u>

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
Dr. Joel Q. Mabalhin, Assistant Professor I - VSU, FTE	Visca, Baybay City, Leyte	9977428753
Miriam M. De La Torre, Registrar III - VSU, University Registrar	Hipusngo, Baybay City, Leyte	miriam.delatorre@vsu.edu.ph
Hera Paz B. Yamson, DevEd	Tinago, Inopacan, Leyte	herapaz.yamson@deped.edu.ph
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.		



DALIA T. ANTIG



Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: PRC ID
ID/License/Passport No.: 2184990
Date/Place of Issuance: 04/17/2024 - Ormoc City, Leyte

Signature (Sign inside the box)
Date Accomplished

SUBSCRIBED AND SWORN to before me this MAR 07 2025 , affiant exhibiting his/her validly issued government ID as indicated above.	ATTY. EDEN B. CHAVEZ-BUTAWAN Notary Public for the Province of Leyte, City of Baybay Notarial Commission No. B-23-12-07 Unit December 31, 2025 MCLE Comp. No. VII-4011448-Valid until Apr. 12, 2028 PTR No. BC0326357 - 01/02/25 IBP O.R. No. 429541 - 01/02/25 TIN No. 207-528-029 Attorney's Roll No. 42391 R. Magsaysay Avenue, Baybay City, Leyte
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Republic of the Philippines
Province Of Leyte
Municipality of Inopacan
Barangay Guinsanga-an



OFFICE OF THE PUNONG BARANGAY

CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that DALIA T. ANTIG, 35 years old, single, separate, widow, an Administrative Aide (Job Order) and a resident at Purok 2 of Brgy. Guinsanga-an, Inopacan, leyte, has been solo in raising and supporting the needs of his/her child/children Jandaeno Antig, 12 years old, who was born on January 4, 2012.

THIS CERTIFIES FURTHER that Dalia T. Antig is qualified to apply for solo Parent ID and whatever privileges and benefits provided under the Solo Parent Welfare Act of 2000 as amended by Republic Act No. 11861 or the Expanded Solo Parents Welfare Act.

Issued this 06th day of March, 2025 at the Office of the Punong Barangay, Brgy. Guinsanga-an, Inopacan, Leyte.

Attested by:

HON. FREDERICK N. MANTAHINAY JR.

Kagawad

Noted By:

HON. BAYANI R. PIAMONTE

Punong Barangay

PAID UNDER:

O.R NO: **9873185**

Issued on: **March 6, 2025**

Brgy. Guinsanga-an, Inopacan, Leyte



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

CERTIFICATE OF EMPLOYMENT

To Whom It May Concern:

This is to certify that according to the records of this office, **Ms. Dalia T. Antig** is contracted as **Clerk** on job order status from July 6, 2022 up to present at the University Registrar.

This certification is issued upon the request of Ms. Antig for employment purposes.

Issued on March 6, 2025 at VSU, Visca, City of Baybay, Leyte.


LUVILLA G. ALCOBER
Head, RSPPRO *ac 03/06/25*

Official Receipt No: 0709505
Date Issued: 05-March-2025



**RECRUITMENT, SELECTION, PLACEMENT AND
PERSONNEL RECORDS OFFICE**
Visayas State University, Baybay City, Leyte
Email: odahrd@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1060



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No. 004-25-115



Republic of the Philippines
Department of the Interior and Local Government
Municipal Local Government Operations Office
Inopacan, Leyte
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CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **DALIA T. ANTIG**, has rendered services in Barangay Guinsanga-an, Municipality of Inopacan, Province of Leyte with the following details:

Position Held	Date of Election	Inclusive Dates of Years served		No. of Years Served	Name of Punong Barangay
		From	To		
Barangay Treasurer	10-28-2013	11/01/2013	11/30/2016	3	TERESO A. RECREO

THIS CERTIFICATION is issued in support of the evaluation/processing of the application of DALIA T. ANTIG for the grant of Barangay Officials Eligibility pursuant to Republic Act No. 7160 in accordance with CSC Resolution No. 93-3666.

Issued this 16th day of July, 2019 at DILG Office, Inopacan, Leyte, Philippines.


ANGELINA A. CLAVEJO
LGOO VI