

VISAYAS STATE UNIVERSITY
PERSONAL DATA SHEET
For Job Order Workers



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

1. SURNAME		L L A N O																									
FIRST NAME		A L P I E																									
MIDDLE NAME		T I E M P O															2. NAME EXTENSION (e.g. Jr., Sr.)			N/A							
3. DATE OF BIRTH (mm/dd/yyyy)				02/02/1982				11. PRESENT ADDRESS				BRGY. PANGASUGAN, BAYBAY CITY, LEYTE															
4. PLACE OF BIRTH				MACROHON, SOUTHERN LEYTE																							
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 _____				12. ZIP CODE				6521																			
				13. TEL. NO./CEL. NO.				09058835260																			
				14. PHILHEALTH NO.				13-000103433-3																			
7. CITIZENSHIP				FILIPINO				9. WEIGHT (kg)				64				15. TIN				406-270-949							
8. HEIGHT (m)				5'2"				10. BLOOD TYPE				O				16. PAG-IBIG ID NO.				1212-0165-8981							
17. SPOUSE'S SURNAME FIRST NAME MIDDLE NAME		LLANO										18. NAME OF CHILD (Write full name and list all)										DATE OF BIRTH (mm/dd/yyyy)					
		MARIFE										ADRIAN D. LLANO										07/25/2010					
		DUMAYACA										VINCE ANDREW D. LLANO										10/21/2013					
19. HIGHEST EDUCATIONAL ATTAINMENT (Please check and underline the specific)				<input type="checkbox"/> Elementary (Grade _____ / Graduated) <input type="checkbox"/> High School (1st, 2nd, 3rd, 4th, Graduated) <input checked="" type="checkbox"/> College (1st, 2nd, 3rd, 4th, Graduated) Degree: <u>BS in Marine Transportation</u>																							
				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																			
03/16/2020				Present				Utility/Messenger				DMath, VSU				561.80/day				Job Order				Yes			
02/01/2019				03/15/2020				Animal Care Taker				DAS, VSU				276.60/day				Job Order				Yes			
10/01/2016				12/31/2018				Utility/Messenger				DMP, VSU				240/day				Job Order				Yes			
3/2/2009				09/31/2016				Utility/Messenger				DCHM, VSU				200/day				Job Order				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											
Driving Motorcycle										✓																	
Carpentry										✓																	
Computer Skills																✓											
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																					
Electrical Wiring System Repair and Maintenance				04/13/2023		05/24/2023		33				DME, VSU															
5S Training for Utility and Messenger Personnel				11/23/2022		11/23/2022		8				OVPAF, VSU															
ISO 9001:2015 Awareness/Re-Awareness Seminar				08/30/2022		08/31/2022		4				ODQA, VSU															
Training/Seminar Workshop on Introduction and Verification of Common Laboratory Instruments				06/21/2022		06/22/2022		16				DOST-8															
Alay Linis				11/29/2021		12/02/2021		24				OHGS, VSU															
Re-Oriented of Employees' Duties and Responsibilities and Good Customer Service				9/23/2021		9/23/2021		8				ODHRM, VSU															
Gender Sensitivity Training and Anti-Sexual Harassment Orientation for CME Faculty and Staff				04/27/2016		04/27/2016		8				ISRDS, VSU															
Basic Safety Training (Personal Survival Techniques)				04/11/2002		04/21/2002		16				National Maritime Polytechnic, Cabalawan, Tacloban City															
Basic Safety Training (Fire Prevention and Fire Fighting)				04/11/2022		04/21/2002		16				National Maritime Polytechnic, Cabalawan, Tacloban City															
Basic Safety Training (Elementary First Aid)				04/11/2022		04/21/2002		16				National Maritime Polytechnic, Cabalawan, Tacloban City															
Basic Safety Training (Personal Safety and Social Responsibilities)				4/11/2002		4/21/2002		16				National Maritime Polytechnic, Cabalawan, Tacloban City															
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.																											
24. COMMUNITY TAX CERTIFICATE NO. <u>CU20218932091</u> ISSUED AT: <u>BAYBAY CITY</u> ISSUED ON (mm/dd/yy): <u>01/13/2023</u>																											
SIGNATURE: <u></u> DATE ACCOMPLISHED: (mm/dd/yyyy) <u>06/15/2023</u>																											