

CS Form No. 212
Revised 2017

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 | FILIPINO |
| 4. PLACE OF BIRTH | TACLOBAN CITY, LEYTE | If holder of dual citizenship, please indicate the details. | Pls. indicate country: |
| 5. SEX | FEMALE | | |
| 6. CIVIL STATUS | SINGLE | 17. RESIDENTIAL ADDRESS | BLOCK / LOT 91 House/Block/Lot No. Street SCANDINAVIAN VILLAGE BARANGAY 100, SAN ROQUE Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province ZIP CODE 6500 |
| 7. HEIGHT (m) | 1.54 m | 18. PERMANENT ADDRESS | BLOCK / LOT 91 House/Block/Lot No. Street SCANDINAVIAN VILLAGE BARANGAY 100, SAN ROQUE Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province ZIP CODE 6500 |
| 8. WEIGHT (kg) | 39.5 kg | | |
| 9. BLOOD TYPE | O | | |
| 10. GSIS ID NO. | N/A | | |
| 11. PAG-IBIG ID NO. | 1212-5313-0359 | | |
| 12. PHILHEALTH NO. | 1325-2790-2308 | 19. TELEPHONE NO. | N/A |
| 13. SSS NO. | 34-8546898-9 | 20. MOBILE NO. | 09651332876 |
| 14. TIN NO. | 745-784-538-00000 | 21. E-MAIL ADDRESS (if any) | mylyngornot@gmail.com |
| 15. AGENCY EMPLOYEE NO. | N/A | | |

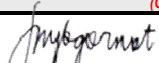
II. FAMILY BACKGROUND

| | | | | |
|--------------------------|---------|--------------------------|---|----------------------------|
| 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-GIRLTOWN, INC. | HIGH SCHOOL | 2010 | 2013 | N/A | 2013 | N/A |
| VOCATIONAL / | 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 | LEYTE COLLEGES | JURIS DOCTOR | 2021 | PRESENT | 39 UNITS | | |
| (Continue on separate sheet if necessary) | | | | | | | |
| SIGNATURE | | DATE | | 5/21/2022 | | | |

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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 | | |
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| (Continue on separate sheet if necessary) | | | | | | | |
| V. WORK EXPERIENCE | | | | | | | |
| (Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet. | | | | | | | |
| 28. INCLUSIVE DATES (mm/dd/yyyy) | | POSITION TITLE (Write in full/Do not abbreviate) | DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate) | MONTHLY SALARY | SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format "00-0") INCREMENT | STATUS OF APPOINTMENT | GOVT SERVICE |
| From | To | | | | | | |
| 2/22/2022 | present | COLLEGE/SCHOOL LIBRARIAN | JE MONDEJAR COMPUTER COLLEGE | P10, 000 | N/A | PERMANENT | N |
| 6/24/2019 | 06/30/2021 | PERIODICAL LIBRARIAN | UNIVERSITY OF CEBU LAPU-LAPU AND MANDAUE CAMPUS | P14, 500 | N/A | PERMANENT | N |
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| (Continue on separate sheet if necessary) | | | | | | | |
| SIGNATURE | |  | | DATE | 05/27/2022 | | |

| 29. NAME & ADDRESS OF ORGANIZATION (Write in full) | INCLUSIVE DATES | | 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 ENHUSIAST ORGANIZATION/ LEYTE NORMAL UNIVERSITY, TACLOBAN CITY | 2014 | 2019 | | MEMBER/ SECRETARY/ SECOND YEAR REPRESENTATIVE |
| | | | | |
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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 | | NUMBER OF HOURS | Type of LD (Managerial/ Supervisory/ Technical/etc) | CONDUCTED/ SPONSORED BY (Write in full) |
|-----|---|-------------------------------|------------|-----------------|--|--|
| | | (mm/dd/yyyy) | | | | |
| | | From | To | | | |
| | 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-LISAA), 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 THROUGH DATA-DRIVEN 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 |

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 | | |
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|-----------|---|------|-----------|
| SIGNATURE |  | DATE | 5/27/2022 |
|-----------|---|------|-----------|

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| 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)? | 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? | If YES, give details: _____ 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? | 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? | 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? | If YES, give details: _____ If YES, give details: _____ | |
| 39. Have you acquired the status of an immigrant or permanent resident of another country? | 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? | If YES, please specify: _____ If YES, please specify ID No: _____ If YES, please specify ID No: _____ | |
| 41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee) | | |
| NAME | ADDRESS | TEL. NO. |
| DR. MILA M. LACSON | UNIVERSITY OF CEBU LAPO-LAPO AND MANDAUE CAMPUS/ A.C. CORTES AVENUE, MANADAUE CITY CEBU | 9173152905 |
| MRS. RHODORA T. NAVARRO | LEYTE NORMAL UNIVERSITY/ PATERNO ST. TACLOBAN CITY, LEYTE | 09773306047/09397 209556 |
| MRS. HYDELYN NAVARRA-CINCO | DEPARTMENT OF EDUCATION- REGIONAL OFFICE VIII, CANDAUG PALO, LEYTE | 9952404640 |
| 42. <small>Indicate under each item whether you are a member of the indigenous group, a person with disability, or a solo parent. If you are a member of the indigenous group, indicate the name of the group. If you are a person with disability, indicate the nature of the disability. If you are a solo parent, indicate the name of the child.</small> | | |

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|---|
| 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 LICENSE |
| ID/License/Passport No.: 009009 |
| Date/Place of Issuance: 10/01/2018 / TACLOBAN CITY |

Signature (Sign inside the box)
 5/27/2022
 Date Accomplished

PHOTO

 Right Thumbmark

SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath