## 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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. 1. CS ID No. (Do not fill up. For CSC use only Print legibly. Tick appropriate boxes ( ) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 2 SURNAME **PAULO** FIRST NAME RAMONITO MIDDLE NAME MELGAZO 3. DATE OF BIRTH 06/04/1994 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization 4. PLACE OF BIRTH HILONGOS, LEYTE If holder of dual citizenship. Pls. indicate country: please indicate the details Female 5. SEX ✓ Male ✓ Single Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS Widowed Separated House/Block/Lot No. STA CRUZ Other/s: Barangay Subdivision/Village CITY OF BAYBAY LEYTE 7. HEIGHT (m) 1.58 City/Municipality Province 8. WEIGHT (kg) 53 ZIP CODE STO. NIÑO ST. 18. PERMANENT ADDRESS 9. BLOOD TYPE N/A House/Block/Lot No. Street TALISAY 10. GSIS ID NO. N/A Subdivision/Village Barangay HILONGOS LEYTE 11. PAG-IBIG ID NO. 121174537664 City/Municipality Province 12. PHILHEALTH NO. 120255387842 ZIP CODE 13. SSS NO. 3460484425 19. TELEPHONE NO. N/A 14. TIN NO. 329288516 20. MOBILE NO. 09164839498 15. AGENCY EMPLOYEE NO. 21. E-MAIL ADDRESS (if any) ramonito.paulo@vsu.edu.ph 22. SPOUSE'S SURNAME 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO 24. FATHER'S SURNAME **PAULO** NAME EXTENSION (JR., SR) FIRST NAME RAMONITO MIDDLE NAME MACARAT 25. MOTHER'S MAIDEN NAME **MELGAZO** SURNAME FIRST NAME **EDITA** MIDDLE NAME MATAS (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE LEVEL YEAR **ACADEMIC** UNITS EARNED (if not graduated) (Write in full) (Write in full) GRADUATED HONORS RECEIVED From To WITH TALISAY ELEMENTARY SCHOOL FLEMENTARY 06/01/2001 04/01/2007 2007 HONOR SECONDARY HILONGOS NATIONAL VOCATIONAL SCHOOL DRAFTING 06/01/2007 04/01/2011 2011 N/A TRADE COURSE BACHELOR OF SCIENCE IN COMPUTER COLLEGE VISAYAS STATE UNIVERSITY 6/01/2011 04/13/2016 2016 N/A SCIENCE GRADUATE STUDIES Bambo. SIGNATURE

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05 -03 - 24

DATE

. CARE	ER SERVICE/ RA	1080 (BOARD/ BAR) UNDER	RATING	DATE OF				LICENSE (if ap	plicable)
	SPECIAL LA	WS/ CES/ CSEE	(If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINAT	TION / CONFER	RMENT	NUMBER	Date o
CAREER SERVICE (PROFESSIONAL) SECOND 82.06			82.06	08/20/2023 SAINT JOSEPH COLLEGI			SIN CITY		Foliati
	LEVEL ELI	GIBILITY	02.00						
Wan.			(Con	tinue on separate sheet	if necessary)				
	XPERIENCE		t work) Description	of duties should be	e indicated in the attached	Work Expe	rience sheet.		
INCL	USIVE DATES	POSITION T			ENCY / OFFICE / COMPANY	MONTHLY	SALARY/ JOB/ PAY GRADE (if	STATUS OF	GOVT
	m/dd/yyyy)	(Write in full/Do not			VDo not abbreviate)	SALARY	applicable)& STEP (Format *00-0*)/ INCREMENT	APPOINTMENT	SERVIC (Y/N)
From /06/2016	To 10/01/2017	CUSTOMER SERVICE R	EDDESENTATIVE	OPTUM CU	OBAL SOLUTIONS	16000.00	SG 5	REGULAR	N
A HISTORIAN				100 100 100 100 100 100 100 100 100 100					
/01/2019	12/31/2019	CUSTOMER EXPERIEN			LEDIRECT	23000.00	SG 10	REGULAR	N
/15/2021	12/31/2021	IT EXPE	RT		TEACHER EDUCATION	8000.00		JOB ORDER	Y
2/09/2022	06/30/2023	IT STAFF!	adrc	ADMISSIONS OFFICE		13277.00		JOB ORDER	Υ
1/29/2024	PRESENT	IT SPECIA	LIST	ADMISS	SIONS OFFICE	17855.00		JOB ORDER	Y
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VI. VOLUNTARY WORK OR INVOLVEMENT I	N CIVIC / NO	N-GOVERNMENT/	PEOPLE / VO	DLUNTARY O	RGANIZATION	VS		
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK			
(נועדו מי פוועדו אין (נועדו אין פוועדו אין פוועדו אין פוועדו אין פוועדו אין פוועדו			From	To	1000		TOWN THE CONTROL OF T	
VII. LEARNING AND DEVELOPMENT (L&D) I	INTERVENTI		tinue on separate :					
			INCLUSIVE	A DESCRIPTION OF THE PARTY OF T		Type of LD		
<ol> <li>TITLE OF LEARNING AND DEVELOPMENT INTE. (Write in full)</li> </ol>	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS		ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	( Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)	
familie as real			From To			Technical/etc)		
ISO 9001:2015 AWARENESS/RE-AWARENESS SEMIN/	AR		08/30/2022	08/30/2022	4.0	QA GUIDELINES	VISAYAS STATE UNIVERSITY (QAC)	
TRAINING-WORKSHOP ON RISK ASSESSMENT			11/24/2022	11/25/2022	16.0	PLANNING	VISAYAS STATE UNIVERSITY (PLANNING OFFICE)	
							-	
_ = =								
		(Con	tinue on separate	sheet if necessary	1			
VIII. OTHER INFORMATION								
31. SPECIAL SKILLS and HOBBIES	32.	NON	-ACADEMIC DISTII		SNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION	
			(AALII	e in full)			(Write in full)	
VIDEO EDITING								
PHOTO EDITING								
TECHNICAL TROUBLESHOOTING								
EMAIL MANAGEMENT								
DATA MANAGEMENT								
SOCIAL MEDIA MANAGEMENT								
Service and produced the design of the service and the service								
CUSTOMER SERVICE		Con	tinue on separate	shoot if nacosses	d			
SIGNATURE		Bambo.	- September	- Additionally		ATE	05-03-24	
	-						CS FORM 212 (Revised 2017), Page 3 of 4	

34.	Are you related by consanguinity or affinity to the appointing of						
	chief of bureau or office or to the person who has immediate s Bureau or Department where you will be apppointed,						
	a. within the third degree?		☐ YES ☐	7 NO			
	b. within the fourth degree (for Local Government Unit - Care	er Employees)?		7 NO			
		If YES, give details:	3				
35.	a. Have you ever been found guilty of any administrative offer	nse?	YES	NO			
			If YES, give details:				
	b. Have you been criminally charged before any court?	YES	√ NO				
		If YES, give details:					
			Date Filed: Status of Case/s:				
	Have you ever been convicted of any crime or violation of any						
36.	any court or tribunal?	riaw, decree, ordinance or regulation by	YES	✓ NO			
		If YES, give details:					
37.	Have you ever been separated from the service in any of the	following modes: resignation, retirement					
W.	dropped from the rolls, dismissal, termination, end of term, fin		YES If YES, give details:	✓ NO			
	the public or private sector?						
38.	a. Have you ever been a candidate in a national or local elect	ion held within the last year (except	YES	✓ NO			
	Barangay election)?		If YES, give details	3:			
	b. Have you resigned from the government service during the		YES	✓ NO			
	election to promote/actively campaign for a national or local c		If YES, give details	5:			
39.	Have you acquired the status of an immigrant or permanent r	esident of another country?	YES	✓ NO			
			If YES, give details	(country):			
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magr	na Carta for Disabled Persons (RA 7277)	-				
	and (c) Solo Parents Welfare Act of 2000 (RA 8972), please a						
a.	Are you a member of any indigenous group?		YES	✓ NO			
b.	Annual a name with disability O		If YES, please specify:				
V.	Are you a person with disability?	Are you a person with disability?					
C.	Are you a solo parent?	If YES, please specify  YES	✓ NO				
			If YES, please specify	D No:			
41.	REFERENCES (Person not related by consanguinity or affinity to applicant	(appointee)					
	NAME	ADDRESS	TEL. NO.				
	Raymund M. Igcasama	Visayas State University, Baybay City Leyte	9985663919				
Г	Rubelyn P. Fernandez	Brgy. Kabalasan Baybay City, Leyte	9284417678	<b>a</b> 5			
	Jeffrey M. Cabiling	Brgy. Dinag-an, Albuera, Leyte	9454666138	G.V			
42	I declare under oath that I have personally accomplished						
14	complete statement pursuant to the provisions of pertine			All in			
	Philippines. I authorize the agency head/authorized represen			and a			
	agree that any misrepresentation made in this docur administrative/criminal case/s against me.	ment and its attachments shall caus	e the filing of	I to the			
L	administrative/criminal case/s against me.						
	iovernment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)						
l H	LEASE INDICATE ID Number and Date of Issuance	Soulo.	- 1				
G	overnment issued ID: DRIVER'S LICENSE						
I	0/License/Passport No.: H12-21-200211	ox)					
D	ate/Place of Issuance: 08/24/2021, LTO Baybay City	4	Right Thumbmark				
F							
	SUBSCRIBED AND SWORN to before me this, affiant exhibiting his/her validly issued government ID as indicated above.						
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			- 1				
		Person Administering Oat	h				