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. (Do not fill up. For CSC use only 1. CS ID No. Print legibly. Tick appropriate boxes) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. **FLORES** 2. SURNAME NAME EXTENSION (JR., SR) JESSA MAE FIRST NAME MIDDLE NAME **VERZOSA** 3. DATE OF BIRTH 16. CITIZENSHIP **√** Filipino Dual Citizenship 08/21/1998 (mm/dd/vvyv) ✓ by birth ☐ by naturalization Pls. indicate country: TACLOBAN CITY If holder of dual citizenship 4. PLACE OF BIRTH please indicate the details ✓ Female Philippines Male 5 SFX ZONE 8 N/A Married 17. RESIDENTIAL ADDRESS ✓ Single 6 CIVIL STATUS House/Block/Lot No Street Widowed Separated PATOC N/A Other/s: Subdivision/Village Barangay LEYTE DAGAMI 7. HEIGHT (m) 1.52 M City/Municipality Province 6515 7IP CODE 60 KG 8. WEIGHT (kg) 18. PERMANENT ADDRESS N/A 70NF 8 0 9. BLOOD TYPE House/Block/Lot No Street PATOC N/A 10. GSIS ID NO. NIA Subdivision/Village Barangay DAGAMI LEYTE 1213-2075-2075 11. PAG-IBIG ID NO City/Municipality Province 13-025625328-4 ZIP CODE 6515 12 PHILHEALTH NO N/A

N/A 19. TELEPHONE NO. 13 SSS NO 605-936-062-000 20. MOBILE NO. 09924680130 14 TIN NO N/A 21. E-MAIL ADDRESS (if any) flores.jessamae01@gmail.com 15. AGENCY EMPLOYEE NO DATE OF BIRTH (mm/dd/vyvv) 22. SPOUSE'S SURNAME N/A 23 NAME of CHILDREN (Write full name and list all) NAME EXTENSION (JR., SR) N/A N/A N/A FIRST NAME N/A MIDDLE NAME N/A OCCUPATION N/A EMPLOYER/BUSINESS NAME NIA BUSINESS ADDRESS N/A TELEPHONE NO FLORES 24. FATHER'S SURNAME NAME EXTENSION (JR., SR. EDWIN FIRST NAME NOVIO MIDDLE NAME **HELENE SUDARIO VERZOSA** 25 MOTHER'S MAIDEN NAME FLORES SURNAME HELENE FIRST NAME (Continue on separate sheet if necessary) VERZOSA

SCHOLARSHIP! HIGHEST LEVEL PERIOD OF ATTENDANCE YEAR NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE ACADEMIC UNITS EARNED HONORS RECEIVED LEVEL GRADUATED (Write in full) (Write in full) To 2011 GRADUATED 2011 N/A PATOC ELEMENTARY SCHOOL PRIMARY EDUCATION 2005 ELEMENTARY GRADUATED 2015 N/A HIGH SCHOOL 2015 2011 SECONDARY PATOC NATIONAL HIGH SCHOOL TECHNICAL EDUCATION AND SKILLS TECHNICAL-VOCATIONAL EDUCATION
TRAINING COOKERY VOCATIONAL / GRADUATED 2022 N/A Aug-22 Oct-22 DEVELOPMENT AUTHORITY CHED GRADUATED LEYTE NORMAL UNIVERSITY **BACHELOR OF ELEMENTARY EDUCATION** 2015 2019 2019 COLLEGE SCHOLAR MASTER IN EDUCATION (SPECIAL 12 units NA N/A LEYTE NORMAL UNIVERSITY 2023 PRESENT GRADUATE STUDIES EDUCATION)

SIGNATURE

July .

DATE

JAMUARY 6, 2225

	RVICE ELIGIBIL			DATE OF				LICENSE (if a	pplicable)
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	XPERIENCE ite employment.	Start from your recen	t work) Descriptio	n of duties should l	oe indicated in the attach	ed Work Exp	erience shee	t.	
. INCLUSIVE DATES POSITION TITE (Write in full/Do not a			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	GOV'T SERVIC (Y/ N)	
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04/01/2022	6/30/2022	LEARNING SUPI	PORT AID	PATOC ELEMENTARY SCHOOL		4,000.00	N/A	CONTRACTUAL	Υ
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NAME & ADDRESS OF ORGANIZATION (Write in full)	(mm/d	INCLUSIVE DATES (mm/dd/yyyy)		POSITION / NATURE OF WORK		
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LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAIN	(Continue on separate)			
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRA	INCLUSIVE ATTEN	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		Type of LD (Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)	
	From	То		Technical/etc)		
VE - OUT TRAINING - WORKSHOP OF SCHOOL PARTNERS ON LITERACY INSTRUCTION UNDER THE NEW NOR 3 Delivery in the implementation of the school project raread - Learners	12/01/2021	12/03/2021	18 HOURS	TECHNICAL	WORLD VISION	
10 DAYS BASIC COMPUTER LITERACY TRAINING	01/13/2020	01/24/2020	60 HOURS	SUPERVISORY	JE MONDEJAR COMPUTER COLLE	
ANNUAL REGIONAL TEACHING CONGRESS	02/23/2019	02/23/2019	6 HOURS	TECHNICAL	PHILIPPINE ASSOCIATION FOR TEACHE EDUCATORS	
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OTHER INFORMATION	(Continue on separate :	sheet if necessary)			
The state of the s	NON-ACADEMIC DISTIN	ICTIONS / RECOG	ENITION		33. MEMBERSHIP IN ASSOCIATION/ORGAN (Write in full)	
	32. (Write in full)					
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SIGNATURE	DREBBUT TO B.A. WO.		DA	TE	varuatey 6,2	

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 approinted, a. within the third degree?	☐ YES ☑ NO			
	b. within the fourth degree (for Local Government Unit - Car	eer Employees)?		✓ NO	
35.	a. Have you ever been found guilty of any administrative off	☐ YES ☑ NO If YES, give details:			
1476 a	b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed: Status of Case/s:			
36.	Have you ever been convicted of any crime or violation of a any court or tribunal?	YES NO If YES, give details:			
37.	Have you ever been separated from the service in any of th dropped from the rolls, dismissal, termination, end of term, f 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 Barangay election)?	☐ 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			
39.	Have you acquired the status of an immigrant or permanent	☐ YES ☑ NO If YES, give details (country):			
40. a. b.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma and (c) Solo Parents Welfare Act of 2000 (RA 8972), please 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 applicar	nt /appointee)			
	NAME	ADDRESS	TEL. NO.		
	EDNA R. SUAREZ	BRGY. CANLINGGA DAGAMI, LEYTE	9777720918		
	LUCILA S. TRECEÑE	BRGY. STA. MESA DIST. 7 DAGAMI, LEYTE	9777185595		
	NELSON O. RAQUEL	BRGY, PATOC DAGAMI, LEYTE	9305742806		
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of perting Philippines. I authorize the agency head/authorized representation made in this document of the provision of perting Philippines. I authorize the agency head/authorized representation made in this document of the provision of perting per	nent laws, rules and regulations of the centative to verify/validate the contents state	Republic of the ed herein.	JESSA MAE V. FLORES	
G	Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: PROFESSIONAL REGULATION COMMISSION			10 10 10 10 10 10 10 10 10 10 10 10 10 1	
1	//License/Passport No.: 1848356 ate/Place of Issuance: 1/15/2020/TACLOBAN CITY	Signature (Sign inside the b	ox)	Right Thumbmark	
	SUBSCRIBED AND SWORN to before me this	JAN 2025 , affiant exhib	oiting his/her validly issue	d government ID as indicated above.	
		LOD	SAUL NY N		
	L	Person Administering Oal		CS FORM 212 (Revised 2017), Page 4 of 4	

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

- 2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.
- Duration: November 21, 2023 February 20, 2024
- · Position: Substitute Teacher
- Name of Office/Unit: Plaridel Elementary School
- Immediate Supervisor: Jose Damian C. Añover
- · Name of Agency/Organization and Location: Department of Education, Candahug Palo, Leyte
 - Summary of Actual Duties
 - o Facilitate learning through Remedial Plan
 - Teaches the learners with innovative teaching strategies.
 - Monitors the learners Progress
 - Accomplish school report
 - Assist the teachers in conducting school-based activities.
- Duration: September 14, 2023 October 31, 2023
- · Position: Substitute Teacher
- Name of Office/Unit: Cansamada Elementary School
- · Immediate Supervisor: Ma. Ivy B. Avelino
- · Name of Agency/Organization and Location: Department of Education, Candahug Palo, Leyte
 - Summary of Actual Duties
 - Facilitate learning through Remedial Plan
 - o Teaches the learners with innovative teaching strategies.
 - Monitors the learners Progress
 - Accomplish school report
 - Assist the teachers in conducting school-based activities.
- Duration: September 1, 2021 July 31, 2023
- Position: Learning Support Aide
- Name of Office/Unit: Patoc Elementary School
- Immediate Supervisor: Helen C. Sudario
- Name of Agency/Organization and Location: Department of Education/Candahug Palo, Leyte
 - Summary of Actual Duties
 - Teaches selected grade level for selected subjects.
 - Assist the teachers in accomplishing school forms, school reports, etc.
 - Helps in keeping the school records.
 - Assist the teachers in school-based activities.
 - Participate in training conducted by the school and partners.

Jessa Mae V. Flores
(Signature over Printed Name of Employee/Applicant)

Date: ______

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