

# VISAYAS STATE UNIVERSITY

## PERSONAL DATA SHEET

### For Job Order Workers



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

1. SURNAME	S   E   R   A   T   O																																	
FIRST NAME	D   A   N   I   L   O																																	
MIDDLE NAME	V   I   L   L   A   N   U   E   V   A										2. NAME EXTENSION (e.g. Jr., Sr.)																							
3. DATE OF BIRTH (mm/dd/yyyy)					09/11/1968					11. PRESENT ADDRESS					SAN AGUSTIN, BAYBAY CITY																			
4. PLACE OF BIRTH					SAN AGUSTIN, BAYBAY CITY																													
5. SEX					<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female																													
6. CIVIL STATUS					<input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input checked="" type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____										12. ZIP CODE					6521														
															13. TEL. NO./CEL. NO.					09058621305														
															14. PHILHEALTH NO.																			
7. CITIZENSHIP					FILIPINO					9. WEIGHT (kg)					50					15. TIN														
8. HEIGHT (m)					5'4					10. BLOOD TYPE					O					16. PAG-IBIG ID NO.														
17. SPOUSE'S SURNAME															18. NAME OF CHILD (Write full name and list all)					DATE OF BIRTH (mm/dd/yyyy)														
FIRST NAME																																		
MIDDLE NAME																																		
19. HIGHEST EDUCATIONAL ATTAINMENT <i>(Please check and underline the specific)</i>					<input checked="" type="checkbox"/> [X] Elementary (Grade <u>4</u> / Graduated) <input type="checkbox"/> [ ] High School (1st, 2nd, 3rd, 4th, Graduated) <input type="checkbox"/> [ ] College (1st, 2nd, 3rd, 4th, Graduated) Degree: _____																													
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																													
04/01/2015					12/31/2015					CARPENTER					PPO					Monthly					JO					YES				
01/07/2017					06/26/2019					CARPENTER					VSUIHS					Monthly					JO					YES				
01/01/2020					present					CARPENTER					VSUIHS					553.40					JO					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									
CARPENTRE					/																													
STRUCTURAL FITTER					/																													
WELDER					/																													
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																													
Farmers Field School Season - long Training on Rice Based Farming System in Support to IRPEP					June 19                      Oct. 4, 2012																													
					/   /                      /   /																													
					/   /                      /   /																													
					/   /                      /   /																													

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. \_\_\_\_\_ ISSUED AT: \_\_\_\_\_ ISSUED ON (mm/dd/yy): \_\_\_\_\_

SIGNATURE : \_\_\_\_\_ DATE ACCOMPLISHED: (mm/dd/yyyy) \_\_\_\_\_