

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	NAVERA		
FIRST NAME	JODEL	NAME EXTENSION (JR., SR) NONE	
MIDDLE NAME	MOLERO		
3. DATE OF BIRTH (mm/dd/yyyy)	02/01/1997	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	ALBUERA, LEYTE	please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	please indicate the details.	
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Siteo Wangag House/Block/Lot No. Street Damula-an Subdivision/Village Barangay Albuera Leyte City/Municipality Province 6542
7. HEIGHT (m)	157 m	18. PERMANENT ADDRESS	Siteo Wangag House/Block/Lot No. Street Damula-an Subdivision/Village Barangay Albuera Leyte City/Municipality Province 6542
8. WEIGHT (kg)	60 kg	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	O	20. MOBILE NO.	09123550959 / 09659480751
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	naverajodel@gmail.com
11. PAG-IBIG ID NO.	1212-9090-7047		
12. PHILHEALTH NO.	01-2555-48-126-6		
13. SSS NO.	35-1327994-3		
14. TIN NO.			
15. AGENCY EMPLOYEE NO.			

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)		
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	NAVERA			
FIRST NAME	MARLON	NAME EXTENSION (JR., SR)		07/05/1970
MIDDLE NAME	MOLLASCO			
25. MOTHER'S MAIDEN NAME				
SURNAME	MOLERO			12/22/1969
FIRST NAME	ANITA			
MIDDLE NAME	AMANCIO		(Continue on separate sheet if necessary)	

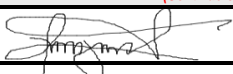
III. EDUCATIONAL BACKGROUND



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	ALBUERA SOUTH CENTRAL SCHOOL	PRIMARY	2003	2009	N/A	2009	N/A
SECONDARY	DAMULA-AN NATIONAL HIGH SCHOOL	SECONDARY	2009	2013	N/A	2013	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A					
VOCATIONAL / TRADE COURSE	N/A	N/A					
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR IN SECONDARY EDUCATION MAJOR IN FILIPINO	2017	2021	N/A	2021	N/A
GRADUATE STUDIES	FRANCISCAN COLLEGE OF IMMACULATE CONCEPCION	MASTER OF ARTS IN EDUCATION MAJOR IN FILIPINO	2024	ON GOING			

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JUNE 30, 2024
-----------	---	------	---------------



VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
	N/A					
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Teknolohiya at AI: Gabay sa Guro, Para sa Bata, Para sa Bayan	06/19/2024	06/19/2024	2 hours		Tagpros Education
	Basic Computer Literacy	03/11/2024	03/22/2024	80 hours	Computer Literacy	InfiniTech Training Center
	Omni-Modal Approach to ICT in Education PPST-based Training	03/14/2024	03/23/2024	80 hours	Computer Literacy	Carl Institute
	Tertulyang Pangwika: Pandaigdigang Pakiglambigit ng Wikang Filipino at Katutubong Wika: Usaping Pangkapayapaan	08/25/2023	08/25/2023	8 hours		Cebu Normal University
	Panukiduki ng Wikang Sebwano: Tertulyang Pangwika 2022 ng Nagkahiusang mga Sentro ng Wika at Kultura ng Cebu Normal University, University of San Carlos, at Cebu Institute	08/25/2022	08/25/2022	8 hours		Cebu Normal University, University of San Carlos, at Cebu Institute University
	PDGN1436GLEN - Trainer Certification - Evolve: Making the Transition - ILT	12/28/2022	12/29/2022	14 hours	Supervisory	Concentrix University, Concentrix CVG Phil
	Lagsik Wika: Serye ng Webinar sa Pagdodokumento ng Katutubong Wika na may Paksang, "Mga Hamon at Oportunidad sa Pagmamapang Pangkultura: Ilang Tala sa Pananaliksik sa Lingguwistikong Etnograpiya ng Wikang Asi ng Romblon" at "Ang Pagtatagpo ng Ili, mga Umili, at Mengidi: Isang Personal na Repleksyon"	10/27/2021	10/27/2021	2 hours		
	Talakayan sa Pagtuturo ng Filipino sa Panahon ng Pandemya sa Pilipinas at Hilagang Asya	10/30/2021	10/30/2021			Unibersidad ng Pilipinas - P Diliman, Departaento ng Arte at Literatura
	HASAAN Journal VI: Paglulunsad 2021, Buwan ng Wikang Pambansa 2021	8/27/2021	08/28/2021			Unibersidad ng Santo Tomas, Departamento ng Filipino
	PAFTE Region VIII Annual Student Teachers Convention	03/27/2021	03/27/2021	8 hours	Convention	Philippine Association for Teachers and Educators (PAFTE) Region VIII
	Digital Detox: Cleansing from social media	12/17/2020	12/17/2020	2 hours		Department of Information and Technology
	Low Bandwith Teaching: Making Distance Learning More Inclusive	12/16/2020	12/16/2020	2 hours		Department of Information and Technology
	Nature of Computer Literacy and Internet Essentials	12/01/2020	12/01/2020	3 hours	Computer Literacy	Department of Information and Technology
	VSU Faculty, Staff and Student Leaders Convention	03/01/2020\	03/01/2020	20 hours	Summit/ Leadership Congress	Visayas State University Faculty Association
	3rd PACSA International Conference, 40th Annual National Convention and Training-Workshop for Campus Advisers, 24th Annual Convention for Students Leaders	11/25/2019	11/28/2019	32 hours	Convention, National Conference & Training Workshop	Philippine of Association of Campus Advisers, Inc
	Visayas State University Student Leadership Congress 2019	07/18/2019	07/21/2019	32 hours	Summit/ Leadership Congress	Visayas State University Supreme Student Council
	Visayas State University Student Leadership Congress 2018	07/18/20118	07/22/2018	40 hours	Summit/ Leadership Congress	Visayas State University Supreme Student Council
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)		
	N/A	PAFTE Region VIII Student Annual Convention 2021 - Resource Speaker		University Supreme Student Council - Main Campus - Board Member (2019-2020)		
	N/A	Special Service Award (VSU Department of Education)		VSU College of Education-Supreme Student Council - President (2019-2020)		
	N/A	Certificate of Leadership (VSU College of Education-Supreme Student Council Public Information Officer 2018-2019)		VSU College of Education-Supreme Student Council - Public Information Officer (2018-2019)		
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	JUNE 30, 2024	

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)?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details:</div>
35. a. Have you ever been found guilty of any administrative offense?  b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details:</div> <div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div><div>Date Filed: </div><div>Status of Case/s: </div></div>
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details:</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details:</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details:</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details:</div>
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country):</div>
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify:</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No:</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No:</div>
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME		ADDRESS
JAIME CAYANONG		PANGASUGAN, BAYBAY CITY
WILLIAM ENERO		ALBUERA, LEYTE
HILDA PEDRERA		ALBUERA, LEYTE
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.		<div><div>JODEL M. NAVERA</div></div>
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: PRC</div> <div>ID/License/Passport No.: 1999945</div> <div>Date/Place of Issuance: March 22, 2023 PRC Mandaue City, Cebu</div>	<div></div> <div>Signature (Sign inside the box)</div> <div>JUNE 30, 2024</div> <div>Date Accomplished</div>	<div></div> <div>Right Thumbmark</div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div></div> <div>Person Administering Oath</div>		