

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	FERNANDEZ		
FIRST NAME	LINDON	NAME EXTENSION (JR., SR)	
MIDDLE NAME	MODINA		
3. DATE OF BIRTH (mm/dd/yyyy)	2/27/1992	16. CITIZENSHIP  If holder of dual citizenship, please indicate the details.	Pls. indicate country:
4. PLACE OF BIRTH	BRGY. PANGASUGAN BAYBAY CITY, LEYTE		
5. SEX	FEMALE		
6 CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS        ZIP CODE	House/Block/Lot No. Street
7. HEIGHT (m)	1.73 m		PANGASUGAN
			Subdivision/Village Barangay
8. WEIGHT (kg)	74 kg		BAYBAY CITY LEYTE
			City/Municipality Province
9. BLOOD TYPE	O+		06521
10. GSIS ID NO.	N/A	18. PERMANENT ADDRESS        ZIP CODE	House/Block/Lot No. Street
11. PAG-IBIG ID NO.	1212-0406-5098		PANGASUGAN
			Subdivision/Village Barangay
12. PHILHEALTH NO.	13-025205571-2		BAYBAY CITY LEYTE
			City/Municipality Province
13. SSS NO.	06-3363070-8		06521
14. TIN NO.	452-660-903	19. TELEPHONE NO.	N/A
15. AGENCY EMPLOYEE NO.	N/A	20. MOBILE NO.	0939-764-8185
		21. E-MAIL ADDRESS (if any)	<a href="mailto:lindonmf@gmail.com">lindonmf@gmail.com</a> / <a href="mailto:lindon.fernandez@vsu.edu.ph">lindon.fernandez@vsu.edu.ph</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)		
	MIDDLE NAME	N/A		
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	FERNANDEZ			
	FIRST NAME	ODON NAME EXTENSION (JR., SR)		
	MIDDLE NAME	GUCELA		
25. MOTHER'S MAIDEN NAME	LILIA POSAS MODINA			
	SURNAME	FERNANDEZ		
	FIRST NAME	LILIA		
	MIDDLE NAME	MODINA		
(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	PANGASUGAN ELEMENTARY SCHOOL	N/A	1998	2004	N/A	2004	N/A
SECONDARY	BUNGA NATIONAL HIGHSCOOL	N/A	2004	2008	N/A	2008	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN HOTEL, RESTAURANT AND TOURISM MANAGEMENT	2008	2012	N/A	2012	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 19, 2022
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#### **IV. CIVIL SERVICE ELIGIBILITY**

[illegible]

**(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.*

[illegible]

**(Continue on separate sheet if necessary)**

<b>SIGNATURE</b>		<b>DATE</b>	January 19, 2022	
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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		

(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			
	ISO 9001:2015 AWARENESS/RE-AWARENESS SEMINAR	8/30/2022	8/31/2022	16 hours	Clerical	VISAYAS STATE UNIVERSITY
	HANDS-ONLY CARDIOPULMONARY RESUSCITATION	7/21/2022	7/22/2022	16 hours	Technical	VISAYAS STATE UNIVERSITY
	DISASTER RISK REUDCTION AND MANAGEMENT (DRRM) TRAINING	6/4/2022	6/4/2022	8 hours	Technical	VISAYAS STATE UNIVERSITY / LGU-BAYBAY
	ISO 9001:2015 AWARENESS/RE-AWARENESS WEBINAR	9/13/2021	9/13/2022	8 hours	Clerical	VISAYAS STATE UNIVERSITY
	VSUCC BASIC COOPERATIVE COURSE SEMINAR	6/15/2019	6/15/2019	8 hours	n/a	VISAYAS STATE UNIVERSITY / NATIONAL CONFEDERATION OF COOPERATIVES (NATCCO)
	ORIENTATION WORKSHOP AMONG JO CLERKS & LABORATORY TECHNICIANS	1/15/2019	1/15/2019	8 hours	Clerical	VISAYAS STATE UNIVERSITY
	CERTIFCATE OF RECOGNITION (Building Heroes through Sports)	9/28/2018	9/28/2018	4 hours	n/a	VISAYAS STATE UNIVERSITY
	BASIC TRAINING (Personal Survival Techniques, Fire Prevention and Fire Fighting, Elementary First Aid, and Personal Safety and Social Responsibility	6/21/2016	6/29/2016	67.25 hours	Technical	UNIVERSITY OF CEBU, Maritime Education and Training Center Alumnos, Mambaling, Cebu City
	ORIENTATION SEMINAR FOR FOOD HANDLERS	10/22/2012	10/22/2012	8 hours	Technical	CITY HEALTH OFFICE, TACLOBAN CITY
	CONCEPTUALIZING AND SHOWCASING AN EVENT THAT UPHOLDS THE HOSPITALITY AND TOURISM INDUSTRY	9/29/2011	9/29/2011	8 hours	Technical	VISAYAS STATE UNIVERSITY
	ORIENTATION SEMINAR ON INDUSTRY PRACTICE (HRTM 200)	2/19/2011	2/19/2011	8 hours	Technical	VISAYAS STATE UNIVERSITY
	FIRE AWARENESS AND CONTROL SEMINAR	3/13/2010	3/13/2010	8 hours	Technical	VISAYAS STATE UNIVERSITY / BUREAU OF FIRE PROTECTION (BFP)
	BASIC FINE DINING AND TABLE ETIQUETTE	12/14/2010	12/14/2010	4 hours	Technical	MARRIOTT HOTEL, Cardinal Rosales Avenue, Cebu City
	LECTURE AND DEMONSTRATION ON FOREIGN DISHES	12/14/2010	12/14/2010	4 hours	Technical	MARRIOTT HOTEL, Cardinal Rosales Avenue, Cebu City
	LECTURE ON PERSONALITY DEVELOPMENT AND COMMUNICATION SKILLS	12/14/2010	12/14/2010	4 hours	Technical	WORLD OF ADVENTURES TRAVEL AND TOURS at Cebu Crown Regency Residences, Guadalupe, Cebu
	PRACTICUM TRAINING OF FOOD AND BEVERAGES OPERATIONS	12/27/2010	12/29/2010	30 hours	Technical	CAPTAINS GRILL, Baybay City, Leyte
	HOUSEKEEPING SERVICES / ROOM ATTENDANT COURSE	9/25/2010	9/27/2010	36 hours	Technical	BAYVIEW INN, Batuan Ormoc City
	HOUSEKEEPING SERVICES / ROOM ATTENDANT COURSE	9/28/2010	9/30/2010	36 hours	Technical	BAYVIEW INN, Batuan Ormoc City






(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)
	BIKING				VSU SHOTS VSU Student Organization
	TRAVEL WITH BIKE (roadtrip)				
	BASKETBALL				
	COOKING				
	DRIVING BOTH 2 & 4 WHEELS				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 19, 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? No b. within the fourth degree (for Local Government Unit - Career Employees)? No	If YES, give details: _____																	
35. a. Have you ever been found guilty of any administrative offense? No  b. Have you been criminally charged before any court? No	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? No	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? No	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)? No  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? No	If YES, give details: _____																	
	If YES, give details: _____																	
39. Have you acquired the status of an immigrant or permanent resident of another country? No	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? No  c. Are you a solo parent? No	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)																		
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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>																		