

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	AJOC		
FIRST NAME	ANNA MOR		NAME EXTENSION (JR., SR)
MIDDLE NAME	MONTAJES		
3. DATE OF BIRTH (mm/dd/yyyy)	OCTOBER 23, 1992	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	WLPH, BAYBAY CITY, LEYTE		
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
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 ZIP CODE	
7. HEIGHT (m)	5'2 ft.		
8. WEIGHT (kg)	67 kg.		
9. BLOOD TYPE	O		
10. GSIS ID NO.	N/A	18. PERMANENT ADDRESS ZIP CODE	
11. PAG-IBIG ID NO.	121205627985		
12. PHILHEALTH NO.	12-051356888-1		
13. SSS NO.	06-3083041-7		
14. TIN NO.	401-495-504	19. TELEPHONE NO.	N/A
15. AGENCY EMPLOYEE NO.	NONE	20. MOBILE NO.	0938-221-5895
		21. E-MAIL ADDRESS (if any)	anna.ajoc@vsu.edu.ph


II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NONE	NAME EXTENSION (JR., SR)	NONE	NONE
MIDDLE NAME	NONE			
OCCUPATION	NONE			
EMPLOYER/BUSINESS NAME	NONE			
BUSINESS ADDRESS	NONE			
TELEPHONE NO.	NONE			
24. FATHER'S SURNAME	AJOC			
FIRST NAME	ARTURO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MONTANO			
25. MOTHER'S MAIDEN NAME	MONTAJES			
SURNAME	MONTAJES			
FIRST NAME	RHODORA			
MIDDLE NAME	MANULAT		(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	BRGY. GAAS ELEMENETARY SCHOOL	ELEMENTARY			GRADUATE	2004	WITH HONOR
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	HIGHSCHOOL			GRADUATE	2008	NONE
VOCATIONAL / TRADE COURSE	NONE	NONE			NONE	NONE	NONE
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS			GRADUATE	2014	NONE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF MANAGEMENT			40 UNITS	ON-GOING	

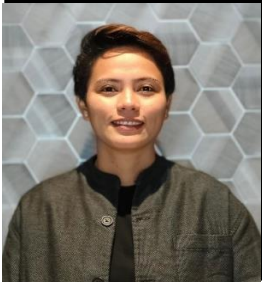
(Continue on separate sheet if necessary)

SIGNATURE		DATE	JULY 18, 2025	CS FORM 212 (Revised 2017), Page 1 of 4
-----------	---	------	---------------	---

IV. CIVIL SERVICE ELIGIBILITY								
27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE		RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)		
						NUMBER	Date of Validity	
DRIVERS LICENSE				October 23,2022	Baybay City, Leyte	H12-18-001884	10/23/2032	
(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.								
28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	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 SERVICE (Y/ N)
	From	To						
NOV. 2022	JUNE 2025	PROJECT TECHNICAL ASSISTANT	VISAYAS STATE UNIVERSITY	32,000.00	N/A	JOB ORDER	Y	
JUNE 1017	OCT. 2022	SCIENCE RESEARCH ANALYST	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)	26,000.00	N/A	CONTRACTUAL	N	
JAN. 2015	MAY 2017	SERVICE QUALITY MANAGER & STORE MARKETING OFFICER	JOLLIBEE FOODS CORPORATION	18,000.00	N/A	CONTRACTUAL	N	
JUNE 2014	DEC.2014	VAULT OPERATIONS OFFICER, CASH AND VALUABLE CUSTODIAN	PJHLHULLER GROUP OF COMPANIES	9,000.00	N/A	CONTRACTUAL	N	
(Continue on separate sheet if necessary)								
SIGNATURE				DATE	JULY 18, 2025		CS FORM 212 (Revised 2017), Page 2 of 4	

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			
NONE		NONE	NONE	NONE	NONE	
(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			
	3rd International Conference on Women Empowerment and Leadership in Agriculture (WELA 2025)	05/14/2025	05/16/2025	16.0	TECHNICAL	CARAGA STATE UNIVERSITY (CSU)
	Gender Equity and Social Inclusion in Research Course			self-paced	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Interdisciplinary, Critical & Participatory Approaches to Research for Development Course			self-paced	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Introduction to Academic Writing Course			self-paced	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Scientific Data Analysis and Interpretation Course			self-paced	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Writing an Empirical Journal Article Course			self-paced	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Introduction to R	02/04/2025	02/04/2025	4.0	TECHNICAL	DATA CAMP
	Entrepreneurial Mindset: The Key to Success	07/13/2024	07/13/2024	8.0	TECHNICAL	DEPARTMENT OF BUSINESS MANAGEMENT, VISAYAS STATE UNIVERSITY (VSU)
	Engendering Research and Why It Matters	07/21/2023	07/21/2023	4.0	TECHNICAL	UNIVERSITY OF THE PHILIPPINES MINDANAO
	Participatory Research and Gender Analysis in AANR	07/21/2023	07/21/2023	4.0	TECHNICAL	UNIVERSITY OF THE PHILIPPINES MINDANAO
	Quantitative Analysis Workshop	06/01/2023	06/01/2023	8.0	TECHNICAL	Visayas Socio-Economic Research and Data Analytics Center (ViSERDAC), Visayas State University
	Digital Data Collection and Visualization for MAGPANGUAPA Barangays,	05/18/2023	05/18/2023	8.0	TECHNICAL	Institute for Strategic Research and Development Studies (ISRDS), Visayas State University
	Climate Justice for Gender-Responsive and Resilient Communities	03/17/2023	03/17/2023	8.0	TECHNICAL	Visayas State University
	Developing Marketing Strategies for GAP Vegetable Farmers	03/14/2023	03/14/2023	8.0	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Layo Na, Pero Layo Pa: Conversations on Creating a Gender-Equal and Socially Inclusive University,	03/08/2023	03/08/2023	8.0	TECHNICAL	Institute for Strategic Research and Development Studies (ISRDS), Visayas State University
	Policy Brief Writing Training and Workshop	05/16/2023	05/18/2023	16.0	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Basic Video Editing Course	03/08/2022	03/09/2022	16.0	TECHNICAL	COLLEGE OF MANAGEMENT AND ECONOMICS, VISAYAS STATE UNIVERSITY
	Agribusiness Enterprise Development Project Seminar	03/04/2022	03/04/2022	8.0	TECHNICAL	DEPARTMENT OF BUSINESS MANAGEMENT, VISAYAS STATE UNIVERSITY (VSU)
	Talk Show with the Theme: Sustainable Agribusiness: Principles to Practice	03/03/2022	03/03/2022	8.0	TECHNICAL	COLLEGE OF MANAGEMENT AND ECONOMICS, VISAYAS STATE UNIVERSITY
	Farm Business Literacy Training	11/29/2021	11/29/2021	8.0	TECHNICAL	COLLEGE OF MANAGEMENT AND ECONOMICS, VISAYAS STATE UNIVERSITY
	Crop Protection in Vegetable Production	10/15/2019	10/15/2019	8.0	TECHNICAL	AGRICULTURAL TRAINING INSTITUTE (ATI)
	Rapid Market Appraisal (RMA)	07/22/2019	07/29/2019	56.0	TECHNICAL	AUSTRALIAN CENTER FOR INTERNATIONAL AGRICULTURAL RESEARCH (ACIAR)
	Training Workshop on Parametric and Non-Parametric Analysis for Socio-Economic Research Using SPSS	04/04/2019	04/05/2019	8.0	TECHNICAL	Visayas Socio-Economic Research and Data Analytics Center (ViSERDAC), Visayas State
	Training Workshop on Paperless Survey using Open Data Kit (ODK) for Good Agricultural Practices	12/17/2019	12/17/2019	8.0	TECHNICAL	Visayas Socio-Economic Research and Data Analytics Center (ViSERDAC), Visayas State
	Training Workshop on Socio-Economic Research Methods Using R Studio	09/17/2018	09/17/2018	8.0	TECHNICAL	Visayas Socio-Economic Research and Data Analytics Center (ViSERDAC), Visayas State
	Gender Sensitivity Training and Anti-Sexual Harassment Orientation,	07/27/2018	07/27/2018	8.0	TECHNICAL	Institute for Strategic Research and Development Studies (ISRDS), Visayas State University
(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)	
	Leadership and Project Management	NONE			NONE	
	Data Collection and Analysis					
	Cross-Cultural Stakeholder Engagement and Networking					
	Market Research and Sector Analysis					
	Report Writing and Public Speaking					
	Community Development and Inclusive Leadership					
	Technical Assistance and Capacity Building					
	Documentation and Organization Efficiency					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	JULY 18, 2025	
CS FORM 212 (Revised 2017), Page 3 of 4						

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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</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
Gomathy Palaniappan		Queensland Brisbane, Australia
Lilian B. Nunez		Brgy. Gabas, Baybay City, Leyte
Antonio P. Abamo		Brgy. Guadalupe, Baybay City, 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>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: Drivers License</div> <div>ID/License/Passport No.: H12-18-001884</div> <div>Date/Place of Issuance: Baybay City, Leyte</div>		<div><div></div><div>Signature (Sign inside the box)</div><div>JULY 18, 2025</div><div>Date Accomplished</div></div>
		<div><div></div><div>Right Thumbmark</div></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>		



PHOTO