

# VISAYAS STATE UNIVERSITY PERSONAL DATA SHEET

## For Job Order Workers

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



1. SURNAME		G O F R E D O													
FIRST NAME		D A N I L O													
MIDDLE NAME		M I S A I								2. NAME EXTENSION (e.g. Jr., Sr.)		JR			
3. DATE OF BIRTH (mm/dd/yyyy)		10/11/1995				11. PRESENT ADDRESS		BRGY. HIBUNAWAN BAYBAY CITY LEYTE							
4. PLACE OF BIRTH		BAYBAY CITY - LEYTE													
5. SEX		<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female													
6. CIVIL STATUS		<input type="checkbox"/> Single <input type="checkbox"/> Widowed <input checked="" type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____													
7. CITIZENSHIP		FILIPINO		9. WEIGHT (kg)		75		12. ZIP CODE		6521 - A					
8. HEIGHT (m)		5'5		10. BLOOD TYPE		B+		13. TEL NO./CEL NO.		09358235894					
								14. PHILHEALTH NO.		13-025281926-7					
								15. TIN		489 - 370 - 017 - 000					
								16. PAG-IBIG ID NO.		1212 - 0319 - 9283					
17. SPOUSE'S SURNAME		G O F R E D O								18. NAME OF CHILD (Write full name and list all)		DATE OF BIRTH (mm/dd/yyyy)			
FIRST NAME		N I F F A													
MIDDLE NAME		C A L L E J A								DANIELLA BLAIRE C. GORREDO		12/19/2012			
19. HIGHEST EDUCATIONAL ATTAINMENT (Please check and underline the specific)		<input type="checkbox"/> Elementary (Grade ____ / Graduated) <input checked="" type="checkbox"/> High School (1st, 2nd, 3rd, 4th, Graduated) <input type="checkbox"/> College (1st, 2nd, 3rd, 4th, Graduated) Degree: _____										MARKIEFF DANN C. GORREDO		08/20/2021	
20. CAREER SERVICE ELIGIBILITY		<input type="checkbox"/> Professional <input checked="" 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)		GOVT SERVICE (Yes / No)					
From		To													
APRIL 2015		JUNE 2020		UTILITY / MESSENGER		URC/CCE		550		J.O YES					
JULY 2020				UTILITY / MESSENGER		OVPSAC		550		J.O YES					
				ATTACH MY RESPONSIBILITIES											
				DUTY & BACK											
22. SPECIAL SKILLS (i.e. computer skills, typing, welding, plumbing, carpentry, auto mechanic, driving, et. al.)		Proficiency (Please check)										REMARKS			
		Highly Skilled		Average		Fair									
How to operate Sound System															
How to operate Rico Master															
Gardening															
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											
HIV In the Workplace Seminar		DECEMBER 9, 2016		8HRS.		JOSEPHINE O. ZAPICO, MD OK HEAD, VSU HEALTH SERVICES									
ISO 9001:2015 AWARENESS / RE-AWARENESS		NOVEMBER 27, 2020		8HRS		ELVIRA E. ONGY CERTIFIED LEAD. AUDITOR FOR ISO									
ISO 9001:2015 AWARENESS / RE-AWARENESS		SEPTEMBER 13, 2021		4HRS		ODQA / OP									

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. 13049288 ISSUED AT BAYBAY CITY ISSUED ON (mm/dd/yyyy) 11/5/2021