

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	Truya		
FIRST NAME	Rizalina	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Demol		
3. DATE OF BIRTH (mm/dd/yyyy)	12/30/1962	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Cebu City	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	J. P. Laurel St. House/Block/Lot No. Street Poblacion Zone 5 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.57	ZIP CODE	6521
8. WEIGHT (kg)	65.00		
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	N/A	20. MOBILE NO.	926-699-1012
15. AGENCY EMPLOYEE NO.	V00517	21. E-MAIL ADDRESS (if any)	rizalina.truya@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Truya		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Edgar	NAME EXTENSION (JR., SR)	Ret Rolly D. Truya	12/01/1986
MIDDLE NAME	Demol		Eriza Elina D. Truya	12/28/1990
OCCUPATION	None			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.				
24. FATHER'S SURNAME	Demol			
FIRST NAME	Restituto	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Cabugwas			
25. MOTHER'S MAIDEN NAME	Vega			
SURNAME	Demol			
FIRST NAME	Anastacia			
MIDDLE NAME	Vega		(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	Lahug Elementary School	Elementary	1970	1976		1976	N/A
SECONDARY	University of the Visayas	High School	1976	1981		1981	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Cebu Normal University	Bachelor of Science in Education	1981	1985		1985	N/A
GRADUATE STUDIES	Cebu Normal University	Master of Education in English	1987		49 units		N/A

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/02/2025
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Attachment A

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			
GRADUATE STUDIES		Franciscan College of Immaculate Conception	Master of Arts in English	2004	2006		2006	
		Cebu Normal University	Doctor of Education	2007	2014		2014	
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		09/02/2025		

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
	N/A	N/A	N/A	N/A	N/A	N/A

(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						
01/01/2025		Associate Professor V	Visayas State University	87,315.00	23-1	Permanent	Y
01/01/2025		Associate Professor V	Visayas State University	87,315.00	23-1	Permanent	Y
04/22/2024		Associate Professor V	Visayas State University	83,659.00	23-1	Permanent	Y
01/01/2024	04/21/2024	Associate Professor II	Visayas State University	60,157.00	20-1	Permanent	N
01/01/2023		Associate Professor II	Visayas State University	57,347.00	20-1	Permanent	Y
09/15/2022		Associate Professor II	Visayas State University	55,799.00	20-1	Permanent	Y
07/01/2022		Assistant Professor IV	Visayas State University	46,731.00	18-4	Permanent	Y
01/01/2022		Assistant Professor IV	Visayas State University	46,216.00	18-3	Permanent	Y
01/01/2021		Assistant Professor IV	Visayas State University	43,681.00	18-1	Permanent	Y
01/01/2021		Assistant Professor IV	Visayas State University	43,681.00	18-1	Permanent	Y
01/01/2021		Assistant Professor IV	Visayas State University	44,694.00	18-3	Permanent	Y
01/01/2020		Assistant Professor IV	Visayas State University	42,159.00	18-1	Permanent	Y
01/01/2019	12/31/2019	Assistant Professor I	Visayas State University	30,909.00	15-2	Permanent	Y
01/01/2018		Assistant Professor I	Visayas State University	29,359.00	15-2	Permanent	Y
01/01/2018	12/31/2018	Assistant Professor I	Visayas State University	29,010.00	15-1	Permanent	Y
01/01/2017	12/31/2017	Assistant Professor I	Visayas State University	27,565.00	15-1	Permanent	Y
08/01/2016	12/31/2016	Assistant Professor I	Visayas State University	26,192.00	15-1	Permanent	Y
01/01/2016	07/31/2016	Assistant Professor I	Visayas State University	26,192.00	15-1	Temporary	Y
11/01/2015	12/31/2015	Assistant Professor I	Visayas State University	24,887.00	-	Temporary	Y
01/01/2015	10/31/2015	Assistant Professor I	Visayas State University	24,887.00	-	Temporary	Y
06/01/2012	12/31/2014	Instructor II	Visayas State University	21,436.00	-	Temporary	Y
10/28/2011	05/31/2012	Instructor II	Visayas State University	19,658.00	-	Temporary	Y
06/01/2011	10/27/2011	Instructor I	Visayas State University	18,333.00	-	Temporary	Y
11/01/2010	05/31/2011	Instructor I	Visayas State University	16,726.00	-	Temporary	Y
06/24/2010	10/31/2010	Instructor I	Visayas State University	16,726.00	-	Contractual	Y
07/01/2009	06/23/2010	Instructor I	Visayas State University	15,119.00	-	Contractual	Y

PLEASE SEE ATTACHMENT B

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/02/2025
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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						
	07/01/2008	06/30/2009	Instructor I	Visayas State University	13,512.00	-	Contractual	Y
	07/01/2007	06/30/2008	Instructor I	Visayas State University	12,284.00	-	Contractual	Y
	06/20/2006	06/30/2007	Instructor I	Leyte State University	11,167.00	-	Contractual	Y
	01/24/2003	05/31/2006	Teacher III	Albuera	140,796.00	-	Regular Permanent	Y
	05/24/2002	01/23/2003	Elementary Grade Teacher	Albuera	122,256.00	-	Regular Permanent	Y
	07/01/2001	05/23/2002	Elementary Grade Teacher	Baybay National HighSchool	122,256.00	-	Regular Permanent	Y
	01/01/2000	06/30/2001	Elementary Grade Teacher	Baybay National HighSchool	116,436.00	-	Regular Permanent	Y
	07/16/1999	12/31/1999	Elementary Grade Teacher	Baybay National HighSchool	105,852.00	-	Regular Permanent	Y
	11/01/1997	07/15/1999	Elementary Grade Teacher	Baybay National HighSchool	103,260.00	-	Regular Permanent	Y
	01/01/1997	10/31/1997	Elementary Grade Teacher	Baybay National HighSchool	87,708.00	-	Regular Permanent	Y
	07/16/1996	12/31/1996	Elementary Grade Teacher	Visca Foundation Elementary School	72,156.00	-	Regular Permanent	Y
(Continue on separate sheet if necessary)								
SIGNATURE			DATE		09/02/2025			

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	N/A	N/A	N/A	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)

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/02/2025
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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? b. within the fourth degree (for Local Government Unit - Career Employees)?		☐ YES☐ NO ☐ YES☐ NO If YES, give details: _____												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		☐ YES☐ NO If YES, give details: _____ ☐ YES☐ NO 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?		☐ YES☐ 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?		☐ YES☐ 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)? 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?		☐ YES☐ NO If YES, give details: _____ ☐ YES☐ NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?		☐ YES☐ 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? c. Are you a solo parent?		☐ YES☐ NO If YES, please specify: _____ ☐ YES☐ NO If YES, please specify ID No _____ ☐ YES☐ NO If YES, please specify ID No _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee) <table><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></table>			NAME	ADDRESS	TEL. NO.									
NAME	ADDRESS	TEL. NO.												
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.		ID picture taken within the last 6 months 3.5 cm x 4.5 cm (passport size) With full and handwritten name tag and signature over printed name Computer generated or photocopied picture is not acceptable PHOTO Right Thumbmark												
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i> Government Issued ID: N/A ID/License/Passport No.: N/A Date/Place of Issuance: N/A	Signature (Sign inside the box) 09/02/2025 Date Accomplished													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath														