

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	Villagonzalo		
FIRST NAME	Sean	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Ong		
3. DATE OF BIRTH (mm/dd/yyyy)	04/06/1965	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	
7. HEIGHT (m)	1.60	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	74.00		Subdivision/Village Barangay
9. BLOOD TYPE	O		City/Municipality Province
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	170000264595	18. PERMANENT ADDRESS	
12. PHILHEALTH NO.	130000143074	ZIP CODE	House/Block/Lot No. Street
13. SSS NO.	N/A		Subdivision/Village Barangay
14. TIN NO.	104770692		City/Municipality Province
15. AGENCY EMPLOYEE NO.	V00546		
19. TELEPHONE NO.	(053) 5637885		
20. MOBILE NO.	09662159131		
21. E-MAIL ADDRESS (if any)	sean.villagonzalo@vsu.edu.ph		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Anduyan		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Ginas Aurea	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	Pino			
OCCUPATION	Government Employee			
EMPLOYER/BUSINESS NAME	Visayas State University			
BUSINESS ADDRESS	Pangasugan, Baybay City, Leyte			
TELEPHONE NO.	09173367053			
24. FATHER'S SURNAME	Villagonzalo			
FIRST NAME	Esau	NAME EXTENSION (JR., SR) Sr.		
MIDDLE NAME	Salinas			
25. MOTHER'S MAIDEN NAME	Alcover			
SURNAME	Villagonzalo			
FIRST NAME	Mercedes			
MIDDLE NAME	Ong		(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	Basak Elementary School	Elementary	1972	1978		1978	N/A
SECONDARY	Cebu Institute of Technology	High School	1978	1982		1982	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Cebu Institute of Technology University	Bachelor of Science in Electronics & Communications Engineering	1982	1987		1987	N/A
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/30/2023
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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
	Electronics & Communication Engineer		03/14/1988	Manila	0003935	04/06/2017
	Professional Electronics & Communication Engineer		06/04/2019	Cagayan City	0001257	04/06/2022
	Professional Drivers License		08/03/1987	CEBU CITY	G01-87-086547	04/06/2022
	Professional Electronics & Communication Engineer		06/04/2019	Cagayan	0001257	04/06/2025

(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						
01/01/2023		Engineer III	Visayas State University	56,790.00	19-8	Permanent	Y
01/01/2021		Engineer III	Visayas State University	53,746.00	19-8	Permanent	Y
01/01/2020		Engineer III	Visayas State University	50,608.00	19-6	Permanent	Y
01/01/2020		Engineer III	Visayas State University	50,608.00	19-6	Permanent	Y
01/01/2019		Engineer III	Visayas State University	47,522.00	19-4	Permanent	Y
07/01/2018	12/31/2018	Engineer III	Visayas State University	44,020.00	19-4	Permanent	Y
01/01/2018	06/30/2018	Engineer III	Visayas State University	43,371.00	19-3	Permanent	Y
01/01/2017	12/31/2017	Engineer III	Visayas State University	40,227.00	19-3	Permanent	Y
01/01/2016	12/31/2016	Engineer III	Visayas State University	37,312.00	19-3	Permanent	Y
07/01/2015	12/31/2015	Engineer III	Visayas State University	34,608.00	-	Permanent	Y
07/01/2012	06/30/2015	Engineer III	Visayas State University	34,231.00	-	Permanent	Y
06/01/2012	06/30/2012	Engineer III	Visayas State University	33,859.00	-	Permanent	Y
06/01/2011	05/31/2012	Engineer III	Visayas State University	30,474.00	-	Permanent	Y
06/24/2010	05/31/2011	Engineer III	Visayas State University	27,088.00	-	Permanent	Y
07/01/2009	06/23/2010	Engineer III	Visayas State University	23,703.00	-	Permanent	Y
07/01/2009	01/07/2009	Engineer III	Visayas State University	20,318.00	-	Permanent	Y
01/16/2009	06/30/2009	Engineer II	Visayas State University	19,784.00	-	Permanent	Y
07/01/2008	01/15/2009	Engineer II	Visayas State University	19,301.00	-	Permanent	Y
07/01/2007	06/30/2008	Engineer II	Visayas State University	17,546.00	-	Permanent	Y
01/16/2006	06/30/2007	Engineer II	Leyte State University	15,951.00	-	Permanent	Y
01/16/2003	01/15/2006	Engineer II	Leyte State University	15,561.00	-	Permanent	Y
07/01/2001	01/15/2003	Engineer II	Visayas College of Agriculture	15,183.00	-	Permanent	Y
01/16/2000	06/30/2001	Engineer II	Visayas College of Agriculture	14,460.00	-	Permanent	Y
01/01/2000	01/15/2000	Engineer II	Visayas College of Agriculture	14,106.00	-	Permanent	Y
11/01/1997	12/31/1999	Engineer II	Visayas College of Agriculture	12,824.00	-	Permanent	Y
01/16/1997	10/31/1997	Engineer II	Visayas College of Agriculture	10,562.00	-	Permanent	Y

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/30/2023
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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		
	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)

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			
	Internal Quality Audit Course based ISO 19011:2018 Auditing Guidelines	08/17/2022	08/19/2022	24	Supervisory	AGF Consulting Group
	Electronic Systems for Building Applications	07/30/2022	07/30/2022	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	1st IECEP Cebu Webinar 2022: Energies & Environment	03/12/2022	03/12/2022	2	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	e-Annual General Meeting with seminars	12/11/2021	12/11/2021	7	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Electrical safety standards and requirements for installation and maintenance of solar PV systems	06/08/2021	06/08/2021	4	Technical	Fluke South East Asia
	Leadership in the Construction Industry for Building Electronics.	06/05/2021	06/05/2021	4	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Professional Electronics Engineer (PECE) Tariff Consultation	05/21/2021	05/21/2021	8	Technical	Institute of Electronics Engineers of the Philippines, Inc.
	In-Building Solutions (IBS) - Delivering the Best-fit Solution! (A Focus on PEC Book 4 - Distributed Antenna System) and Telecom Technology Updates.	05/08/2021	05/08/2021	4	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Designing Video Surveillance System Amidst the Pandemic	11/07/2020	11/07/2020	4	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Data Protection Officer	10/13/2020	10/26/2020	40	Managerial	TUV Rheinland Philippines Inc.
	Telecoms Bonding and Grounding	09/12/2020	09/12/2020	3	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Career Progression and Specialization Programs and CPD Updates	08/29/2020	08/29/2020	4	Supervisory	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	69th Annual General Membership Meeting and Convention	11/28/2019	11/30/2019	24	Technical	Kabankalan City Agriculture Services Department
	Smart Fire Alarm System and IP-based BGM and Public Address System	11/16/2019	11/16/2019	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Knowledge Audit and Rapid Knowledge Assessment Workshop	11/13/2019	11/14/2019	16	Supervisory	DOST PCAARRD, WESVAARRDEC
	Video-Based Fire Alarm and Security System	07/20/2019	07/20/2019	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Combustible Gas (LEL) & Hydrogen Sulfide (H2S) Gas Detection and Monitoring Engineering Design and Data Privacy Act Implementation	03/30/2019	03/30/2019	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter

PLEASE SEE ATTACHMENT B

(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)
	Photography		Civil Service Commission PAGASA Award - Group Category		Institute of Electronics Engineers of the Philippines
	Electronic Design		Appreciation		
			Loyalty/Service		
			Silver Award – Best Paper		
			Outstanding Development Project		
			Exemplary Non-Academic Performance Award		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/30/2023
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Attachment B.1

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			
	International Electronics Conference and Exposition Philippines and IECEP 68th AGM	11/22/2018	11/24/2018	24	Technical	Negros Occidental Provincial Human Resources Management Office
	Target Setting Workshop	08/20/2018	08/21/2018	16	Supervisory	Visayas State University
	CCTV System Design, Implementation and its Latest Development	07/28/2018	07/28/2018	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Seminar-Workshop on Competency-Based HR System and Implementation of Competency Based RSP & L&D	07/04/2018	07/06/2018	24	Managerial	Visayas State University
	Semiconductor Device Testing	06/30/2018	06/30/2018	4	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Mission Critical Facility: Data Center	06/30/2018	06/30/2018	4	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Solar PV Design and Installation	10/07/2017	10/07/2017	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Full Length Training on R.A.9184 & 2016 Revised Implementing Rules and Regulations	09/06/2017	09/08/2017	24	Technical	GPPB, DBM RO VIII, Region 8 Association of Local Budget Officers Inc.
	The Principle of Fire Detection and Alarm System and its Regulatory Code and Standards	07/22/2017	07/22/2017	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	How to Get Key Decision Makers to Say Yes to Your Project Ideas: A training course for project implementers	07/18/2017	07/20/2017	24	Supervisory	PCAARRD, WESVAARRDEC
	Primer on Energy Management System and Building Management System	06/17/2017	06/17/2017	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Arduino Microcontroller for Home Safety and Security System	03/25/2017	03/25/2017	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Fire Supression System Using Aerosol & Kitchen Supression System	02/18/2017	02/18/2017	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Internet Engineering Task Force - Cebu Information Session and PhNOG 2016 Regional Conference	06/27/2016	06/27/2016	8	Technical	Internet Society Philippines Chapter/PhNOG
	Seminar on Lightning Protection Systems	01/23/2016	01/23/2016	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	Seminar Workshop on Engineering Ethics	08/22/2015	08/22/2015	8	Supervisory	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	VOIP / IT Telephony	10/26/2013	10/26/2013	8	Technical	Institute of Electronics Engineers of the Philippine, Inc. - Cebu Chapter
	International Electronics Conference and Expo Philippines	11/22/2012	11/24/2012	24	Technical	Center for International Education
	Knowledge Management Session on Principles and Practices on Event Management	07/18/2012	07/18/2012	4	Technical	DOST PCAARRD
	International Electronics Conference and Expo Philippines - Midyear	07/13/2012	07/14/2012	16	Technical	NATIONAL ICT CONFEDERATION OF THE PHILIPPINES
	ICT Refresher and Web Page Development Training for FITS Centers	05/16/2012	05/17/2012	16	Supervisory	Visayas Consortium for Agriculture, Aquatic and Resources Program
	Valuing Lessons in TGP: Training-Workshop on E-FITS Terminal Report Writing	04/22/2012	04/24/2012	16	Technical	PCAARRD-DOST, CVAARD
	Ebook Standard Documents Using Open Office Writer	02/10/2012	02/10/2012	8	Instruction	Philippine Association of Food Technologist Kappa Student Chapter
	Ebook Standard Documents Using Open Office Writer	01/06/2012	01/06/2012	8	Technical	Department of Food Science and Technology-College of Agriculture and Food Sciences, VSU
	Basic ICT Training, FITS-IS, E-learning for Newly Established Techno Gabay Centers	12/05/2011	12/08/2011	40	Technical	Visayas Consortium for Agriculture, Aquatic and Resources Program
	eDOST-INFRA IPV6 Training for DOST Administrators	11/23/2011	11/24/2011	16	Technical	DOST-ASTI
	Basic ICT Training, FITS-IS, E-learning for Newly Established Techno Gabay Centers	11/15/2011	11/18/2011	32	Technical	Visayas Consortium for Agriculture, Aquatic and Resources Program
	International Electronics Conference and Expo Philippines	11/03/2011	11/05/2011	24	Technical	NATIONAL ICT CONFEDERATION OF THE PHILIPPINES
	Updates in Fiber Optics Technology	10/15/2011	10/15/2011	8	Technical	Institute of Electronics Engineers of the Philippines, Inc.
	Non-linear Video Production Training	10/04/2011	10/07/2011	32	Technical	PCAARRD, VICARP, VSU, VSU-DDC
	RRDEN & VICARP Regional Research and Development/Extension Symposium	08/02/2011	08/04/2011	24	Technical	RRDEN and VICARP
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	03/30/2023	

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) 03/30/2023 Date Accomplished													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath														