

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	Quimbo		
FIRST NAME	Hannah Mae	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Evangelio		
3. DATE OF BIRTH (mm/dd/yyyy)	10/06/1990	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Korondal City, South Cotabato	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	House/Block/Lot No. Street Lopfa Kilim Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521
7. HEIGHT (m)	1.00	18. PERMANENT ADDRESS	09 Belocura St.,Purok Centro II House/Block/Lot No. Street Morales Subdivision/Village Barangay KORONADAL (Capital) SOUTH COTABATO City/Municipality Province NULL
8. WEIGHT (kg)	1.00		
9. BLOOD TYPE	A-		
10. GSIS ID NO.	N/A		
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.	1
15. AGENCY EMPLOYEE NO.	V00845	21. E-MAIL ADDRESS (if any)	hannahmae.quimbo@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Quimbo		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Leonil	NAME EXTENSION (JR., SR)	Leonessa Mae E. Quimbo	04/06/2016
MIDDLE NAME	Ampilanon		Leone Paul E. Quimbo	12/14/2021
OCCUPATION	Credit Officer			
EMPLOYER/BUSINESS NAME	BPI Direct Banko, Inc.			
BUSINESS ADDRESS	Osmena St., Brgy. Sto. Nino, Isabel, Leyte			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	Evangelio			
FIRST NAME	Rolando	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Artizon			
25. MOTHER'S MAIDEN NAME	Clarita Panes Ladianghibong			
SURNAME	Evangelio			
FIRST NAME	Clarita			
MIDDLE NAME	Ladianghibong		(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	Koronadal Central Elementary School	Elementary	1997	2003		2003	N/A
SECONDARY	Koronadal National Comprehensive High School	High School	2003	2007		2007	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Hotel Restaurant and Tourism Management	2007	2011		2011	Cum Laude
GRADUATE STUDIES	University of Cebu	Master in Business Management	2013	2014		2014	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/31/2023
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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			
	Mandatory Orientation and Re-Orientation of Academic Advisers and Department Enrolment Focal Persons for 2nd Semester AY 2022-2023	02/10/2023	02/10/2023	4	Technical	Office of the Vice-President for Academic Affairs, Visayas State University
	Meeting, Incentives, Conventions and Exhibitions (MICE) 101 and 102 Training for Eastern Visayas MICE Corridors Stakeholders	12/13/2022	12/15/2022	24	Technical	Department of Tourism RO8
	Effective Customer Service and Handling Complaints	12/12/2022	12/12/2022	8	Technical	Local Government Unit - Merida Leyte
	Extension Training-Workshop	11/23/2022	11/25/2022	24	Technical	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	ON-THE-WEB Training Program for Front Office Department	07/12/2021	08/06/2021	255	Managerial	Astoria Culinary and Hospitality Institute
	Webinar on Food Safety: Everybody's Responsibility	06/16/2021	06/17/2021	16	Managerial	Department of Tourism RO8
	TURNITIN Instructor's Workflow Training	05/31/2021	05/31/2021	4	Technical	Office of the Vice President for Academic Affairs, Visayas State University
	Front Office Operations under the New Normal	03/26/2021	03/26/2021	8	Supervisory	Department of Tourism RO8
	Career Development Series: How to prepare a good PhD Research Proposal	03/15/2021	03/15/2021	4	Technical	EURAXXES ASEAN
	Echo-Webinar on the TIEC-CHED Flexible Learning Foundation Virtual Conference	03/15/2021	03/16/2021	16	Technical	Office of the Vice President for Academic Affairs, Visayas State University
	Managing Sustainable Tourism	03/11/2021	03/11/2021	8	Supervisory	Department of Tourism RO8
	Choosing the Right One for your Research	01/29/2021	01/29/2021	4	Research	DOST PCIEERD/Elsevier
	Handmade:Tourism Product Development for Inclusivity	12/16/2020	12/16/2020	4	Technical	Philippine Ecotourism Education
	Developing Fundable Research Proposal	11/13/2020	11/13/2020	4	Technical	Visayas Socio-Economic Research and Data Analytics Center (ViSERDAC)
	Infection Prevention and Control: Cleaning, Disinfection, and Hygiene in Tourism and Hospitality Facilities	07/08/2020	07/09/2020	16	Supervisory	Department of Tourism RO8
	Ecotourism Development Orientation and Preliminary Site Evaluation in Homonhon Island	06/19/2019	06/22/2019	32	Technical	Philippine Misereor Partnership, Inc.
	Farm Tourism and Tour-Guiding Seminar Workshop	04/12/2019	04/12/2019	8	Technical	City Agriculture's Office Baybay City, Leyte
PLEASE SEE ATTACHMENT A						
(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)		
	Advising	N/A		Eastern Visayas Tourism Association		
	Ability to work in harmony with co-workers					
	Ability to work unsupervised					
	Administration					
	• Computer Literate (MS word, excel, ppt presentation) • Good in communication Skills					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	03/31/2023	

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: Resignation _____													
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><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>Jasher Gasataya</td><td>Koronadal City, South Cotabato</td><td>09173050963</td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>			NAME	ADDRESS	TEL. NO.	Jasher Gasataya	Koronadal City, South Cotabato	09173050963							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	
NAME	ADDRESS	TEL. NO.														
Jasher Gasataya	Koronadal City, South Cotabato	09173050963														
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.																
<table><tr><td> 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 </td><td colspan="2"><table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>03/31/2023</td></tr><tr><td>Date Accomplished</td></tr></table></td><td rowspan="2"> Right Thumbmark </td></tr><tr><td colspan="3"> SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath </td></tr></table>			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	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>03/31/2023</td></tr><tr><td>Date Accomplished</td></tr></table>			Signature (Sign inside the box)	03/31/2023	Date Accomplished	Right Thumbmark	SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath					
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