

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	Ababat		
FIRST NAME	Claudio	NAME EXTENSION (JR., SR) Jr.	
MIDDLE NAME	Recaña		
3. DATE OF BIRTH (mm/dd/yyyy)	12/04/1975	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Baybay, Leyte	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	844 Port Avenue Street House/Block/Lot No. Street N/A San Agustin Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.72	ZIP CODE	6521
8. WEIGHT (kg)	72.00		
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	844 Port Avenue Street House/Block/Lot No. Street N/A San Agustin Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	000620850973	ZIP CODE	6521
11. PAG-IBIG ID NO.	121171481348		
12. PHILHEALTH NO.	130001029887	19. TELEPHONE NO.	(
13. SSS NO.	0620850973	20. MOBILE NO.	926-831-0890
14. TIN NO.	400136787	21. E-MAIL ADDRESS (if any)	claudio.ababat@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V00905		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Ababat		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Ivy	NAME EXTENSION (JR., SR)	Clerve Ann P. Ababat	09/13/1997
MIDDLE NAME	Posas		Clyde Jay P. Ababat	10/20/1999
OCCUPATION	House Wife			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	09069095394			
24. FATHER'S SURNAME	Ababat			
FIRST NAME	Claudio	NAME EXTENSION (JR., SR) Sr.		
MIDDLE NAME	BloreCIA			
25. MOTHER'S MAIDEN NAME	Galvez			
SURNAME	Ababat			
FIRST NAME	Milagros			
MIDDLE NAME	Recaña		(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	San Agustin Elementary School	Elementary	1982	1988		1988	N/A
SECONDARY	Visayas State University Laboratory High School	High School	1988	1992		1992	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Agribusiness	1992	1997	Forth Year irrigular	1997	N/A
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	01/17/2023
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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
	Barangay Official Eligibility		03/12/2002	Civil Service Commission, Palo, Leyte	21081362	03/12/2002
	Building Wiring Electrician		06/13/2011	Civil Service Commission, Palo, Leyte	330208110044	06/13/2011
	Mechanical Equipment Operator		12/13/2018	Civil Service Commission, Palo, Leyte	360208170002	12/13/2018

(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						
01/01/2022	PRESENT	Administrative Assistant III	Visayas State University	20,572.00	9-2	Permanent	Y
01/01/2022		Administrative Assistant III	Visayas State University	20,572.00	9-2	Permanent	Y
09/03/2021		Administrative Assistant III	Visayas State University	19,757.00	9-2	Permanent	Y
01/01/2021		Administrative Assistant III	Visayas State University	19,593.00	9-1	Permanent	Y
01/01/2021		Administrative Assistant III	Visayas State University	19,593.00	9-1	Permanent	Y
01/01/2020		Administrative Assistant III	Visayas State University	18,784.00	9-1	Permanent	Y
01/01/2019	12/31/2019	Administrative Assistant III	Visayas State University	17,975.00	9-1	Permanent	Y
09/03/2018	12/31/2018	Administrative Assistant III	Visayas State University	17,473.00	9-1	Permanent	Y
03/16/2018	09/02/2018	Administrative Aide VI	Visayas State University	14,340.00	6-1	Permanent	Y
01/01/2018	03/15/2018	Administrative Aide VI	Visayas State University	14,340.00	6-1	Temporary	Y
03/16/2017	12/31/2017	Administrative Aide VI	Visayas State University	16,430.00	8-5	Temporary	Y
01/01/2017	03/15/2017	Administrative Aide VI	Visayas State University	16,430.00	8-5	Temporary	Y
03/16/2016	12/31/2016	Administrative Aide VI	Visayas State University	13,378.00	6-1	Temporary	Y
10/16/2006	12/20/2008	Oiler	RD Fishing Industry, Inc.	15,000.00	-	Not specified	N

(Continue on separate sheet if necessary)

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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			
	Basic Occupational Safety and Health Training for the Public Sector	06/07/2021	06/11/2021	42	Technical	DOLE / OSCH Regional Extension Unit VIII
	ISO 9001:2015 Awareness/Re-awareness Seminar	11/27/2020	11/27/2020	4	Instruction	VSU / OVPAF
	Financial Literacy Seminar (GFAL II)	07/09/2019	07/09/2019	3	Managerial	ODAHRMS VSU / GSIS Maasin
	HIV in the Workplace Seminar	12/09/2016	12/09/2016	8	Instruction	VSU Hospital
	Emergency Response Skill Training	03/14/2016	03/18/2016	40	Technical	Visayas State University / Bureau Of Fire Protection Baybay
	Fire Prevention Seminar & Training	03/27/2015	03/27/2015	8	Technical	Visayas State University / Bureau of Fire Protection Baybay
	Seminar on Fire Prevention & Safety Awareness	04/25/2013	04/25/2013	8	Technical	Visayas State University / Bureau Of Fire Protection Baybay
	National Certificate II On Driving	03/04/2011	03/04/2011	8	Technical	TESDA Calubian, Leyte
	National Certificate II On Building Wiring Installation	05/19/2010	05/19/2010	8	Technical	TESDA Calubian, Leyte
	Basic Safety Training	07/26/2008	08/01/2008	56	Technical	MATS Training Center
	Marine Diesel Mechanic	11/19/2007	11/21/2007	24	Technical	Phil-Asia Maritime

(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)
	Welding		Appreciation		Knights of Colombus – Pangasugan Council
	Music				
	Driving two/four wheels vehicles				
	Sports				

(Continue on separate sheet if necessary)

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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: _____ End of Term _____														
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>Marlon G. Burlas</td><td>Sitio Ahag, Purok 1, Can-untog, Ormoc City, Leyte</td><td>09176341520</td></tr><tr><td>Mario Lilio P. Valenzona</td><td>VSU, Visca Baybay City, Leyte</td><td>09176341514</td></tr><tr><td></td><td></td><td></td></tr></table>						NAME	ADDRESS	TEL. NO.	Marlon G. Burlas	Sitio Ahag, Purok 1, Can-untog, Ormoc City, Leyte	09176341520	Mario Lilio P. Valenzona	VSU, Visca Baybay City, Leyte	09176341514			
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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														
<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></td></tr><tr><td>Government Issued ID: DL</td></tr><tr><td>ID/License/Passport No.: H0502011909</td></tr><tr><td>Date/Place of Issuance: 03/08/2019 / Baybay City</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: DL	ID/License/Passport No.: H0502011909	Date/Place of Issuance: 03/08/2019 / Baybay City	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>01/17/2023</td></tr><tr><td>Date Accomplished</td></tr></table>				Signature (Sign inside the box)	01/17/2023	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath																	