

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	Gumba		
FIRST NAME	Reinalyn	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Pernito		
3. DATE OF BIRTH (mm/dd/yyyy)	10/18/1992	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	
7. HEIGHT (m)	1.53	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	65.00		Subdivision/Village Barangay
9. BLOOD TYPE	O		City/Municipality Province
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A	18. PERMANENT ADDRESS	
13. SSS NO.	N/A	ZIP CODE	House/Block/Lot No. Street
14. TIN NO.	N/A		Subdivision/Village Barangay
15. AGENCY EMPLOYEE NO.	VJO01357		City/Municipality Province
		19. TELEPHONE NO.	N/A
		20. MOBILE NO.	919-980-8199
		21. E-MAIL ADDRESS (if any)	reinalyn.gumba@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GUMBA			
FIRST NAME	ALLAN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	POLIQUIT			
25. MOTHER'S MAIDEN NAME	CAJERIC			
SURNAME	GUMBA			
FIRST NAME	MERLITA			
MIDDLE NAME	PERNITO		(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	PATAG ELEMENTARY SCHOOL	Elementary	1999	2005		2005	
SECONDARY	VISAYAS STATE UNIVERSITY LABORATORY HIGH SCHOOL	High School	2005	2009		2009	
VOCATIONAL/ TRADE COURSE	UHA Caregiver Training Corp.	Caregiving	2007	2018		2018	
COLLEGE	VISAYAS STATE UNIVERSITY	Bachelor of Science in Agribusiness	2009	2013		2013	
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/16/2022
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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			
	INTEGRATED SEMINAR-WORKSHOP ON NURTURING WORK ETHICS THAT COMPANIES VALUE MOST AND EXCELLENT CUSTOMER SERVICE	11/03/2015	11/04/2015	16	Technical	EXECUTIVE DEVELOPMENT ACADEMY
	KNOW YOUR MONEY AND COUNTERFEIT DETECTION SEMINAR	04/23/2015	04/23/2015	8	Technical	MLHULLIER FINANCIAL SERVICES, INC.
	GOLD APPRAISAL SEMINAR	01/06/2015	01/08/2015	24	Technical	MLHULLIER FINANCIAL SERVICES, INC.
	KWARTA PADALA SEMINAR-WORKSHOP	01/08/2014	01/08/2014	8	Technical	MLHULLIER FINANCIAL SERVICES, INC.
	ENTREPRENEURSHIP FORUM	01/03/2012	01/03/2012	9	Instruction	VISAYAS STATE UNIVERSITY
	AFNR TRAINING ON ENTREPRENEURSHIP	07/04/2010	07/04/2010	4	Instruction	VISAYAS STATE UNIVERSITY
	RESEARCH AND SCIENCE FAIR	01/09/2009	01/09/2009	8	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte "

(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)
	COMPUTER SKILLS		N/A		VSU Alumni Association
	GOOD TIME MANAGEMENT SKILLS				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/16/2022
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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: 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><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td>Regina C. Bibera</td><td>VSU, Baybay City, Leyte</td><td></td></tr><tr><td>Manuel D. Gacutan</td><td>VSU, Baybay City, Leyte</td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						NAME	ADDRESS	TEL. NO.	Regina C. Bibera	VSU, Baybay City, Leyte		Manuel D. Gacutan	VSU, Baybay City, Leyte				
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Regina C. Bibera	VSU, Baybay City, Leyte																
Manuel D. Gacutan	VSU, Baybay City, Leyte																
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.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: N/A</td></tr><tr><td>ID/License/Passport No.: N/A</td></tr><tr><td>Date/Place of Issuance: N/A</td></tr></table>			Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	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>12/16/2022</td></tr><tr><td>Date Accomplished</td></tr></table>				Signature (Sign inside the box)	12/16/2022	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																	