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	Gumaod	
FIRST NAME	Ivan Joseph	NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	Banayag	

3. DATE OF BIRTH (mm/dd/yyyy)	10/31/1996
4. PLACE OF BIRTH	Baybay, Leyte
5. SEX AT BIRTH	☑ Male ☐ Female
6. CIVIL STATUS	☑ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:
7. HEIGHT (m)	1.75
8. WEIGHT (kg)	95.00
9. BLOOD TYPE	N/A
10. UMID ID NO.	
11. PAG-IBIG ID NO.	N/A
12. PHILHEALTH NO.	N/A
13. PHilSys NO. (PSN)	2019216056407463
14. TIN NO.	711497203
15. AGENCY EMPLOYEE NO.	VJO01375

16. CITIZENSHIP ☑ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization

If holder of dual citizenship, please indicate the details.

Pls. indicate country:

Philippines

17. RESIDENTIAL ADDRESS

House/Block/Lot No.	Street
	Bitanhuan
Subdivision/Village	Barangay
BAYBAY	LEYTE
City/Municipality	Province
ZIP CODE	6521

18. PERMANENT ADDRESS

House/Block/Lot No.	Street
Subdivision/Village	Barangay
City/Municipality	Province
ZIP CODE	

19. TELEPHONE NO.	N/A
20. MOBILE NO.	906-395-2338
21. E-MAIL ADDRESS (if any)	ivan.gumaod@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	GUMAOD			
FIRST NAME	CELSO	NAME EXTENSION (JR., SR)		
MIDDLE NAME				
25. MOTHER\'S MAIDEN NAME	BANAYAG			
SURNAME	GUMAOD			
FIRST NAME	FELINA			
MIDDLE NAME	BANAYAG		*(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 From	PERIOD OF ATTENDANCE To	HIGHEST LEVEL/UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	Visca Foundation Elementary School	Elementary	2003	2009		2009	N/A
SECONDARY	Visayas State University Laboratory High School	High School	2009	2013		2013	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University - Main Campus	Bachelor of Science in Computer Science	2013	2017		2017	N/A
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/04/2025

IV. CIVIL SERVICE ELIGIBILITY

27. CES/CSEE/CAREER SERVICE/RA 1080 (BOARD/ BAR)/UNDER SPECIAL LAWS/CATEGORY II/ IV ELIGIBILITY and ELIGIBILITIES FOR UNIFORMED PERSONNEL	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Valid Until
Civil Service Eligibility - Professional Level	81.79	03/03/2024	Ormoc City, Leyte	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)	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From	To				
07/01/2024	PRESENT	Computer Programmer II	Management Information Systems Unit - Visayas State University	Job Order	N
01/01/2024	06/30/2024	Computer Programmer I	Management Information Systems Unit - Visayas State University	Job Order	N
01/01/2022		Job Order	Visayas State University	Job Order	Y
01/01/2021	12/31/2023	Media Production Specialist	University Integrated Multimedia Center	Job Order	N
01/01/2020	09/18/2020	Data Processor II	Dynata	Permanent	N
08/01/2018	01/01/2020	Data Processor I	Research Now SSI	Permanent	N
03/20/2018	08/01/2018	Data Processor	Research Now SSI	Temporary	N

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/04/2025

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) From	To	NUMBER OF HOURS	POSITION / NATURE OF WORK
KABALIKAT CIVICOM ViSCA, Baybay City, Leyte	10/16/2021	PRESENT	1	Operative

(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) From	To	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
Introduction to IT Project Management	08/06/2025	08/06/2025	4	Technical	University of the Philippines Information Technology Development Center
Digitize your survey tool with KoboTool and XLSForm	05/22/2025	05/22/2025	8	Technical	Visayas Socio-Economic Research and Data Analytics Center (ViSERDAC)
Learn Basic Statistics with Python	02/18/2024	02/18/2024	4	Technical	DICT - Learning Management System (LMS)
Programming for Intermediate Users Using Python	02/07/2024	02/07/2024	4	Technical	DICT - Learning Management System (LMS)
Programming for Beginners Using Python	02/06/2024	02/06/2024	4	Technical	DICT - Learning Management System (LMS)
Master Laravel, Vue 3 & Inertia Full Stack 2023	01/12/2024	01/15/2024	37	Technical	Udemy - Piotr Jura

(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)
N/A	N/A	Kabalikat Civicom

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/04/2025

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 apppointed,	
	a. within the third degree?	☐ YES ☑ NO
	b. within the fourth degree (for Local Government Unit - Career Employees)?	☐ YES ☑ NO
		If YES, give details: _____

35.	a. Have you ever been found guilty of any administrative offense?	☐ YES ☑ NO
		If YES, give details: _____
	b. Have you been criminally charged before any court?	☐ 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)?	☐ YES ☑ NO
		If YES, give details: _____
	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: _____

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?	☐ YES ☑ NO
		If YES, please specify: _____
b.	Are you a person with disability?	☐ YES ☑ NO
		If YES, please specify ID No _____
c.	Are you a solo parent?	☐ YES ☑ NO
		If YES, please specify ID No _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	OFFICE / RESIDENTIAL ADDRESS	CONTACT NO. AND/OR EMAIL

Passport-sized unfiltered digital picture taken within the last 6 months 4.5 cm. X 3.5 cm

PHOTO

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.

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

Signature (Sign inside the box)

12/04/2025
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