

# 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	CAINTIC		
FIRST NAME	PAULINE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	SALIGUE		
3. DATE OF BIRTH (mm/dd/yyyy)	7/12/1970	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Maasin City	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Zone 6 Guadalupe Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.5 m	ZIP CODE	6521
8. WEIGHT (kg)	60 kg		
9. BLOOD TYPE	"A"	18. PERMANENT ADDRESS	House/Block/Lot No. Street Zone 6 Guadalupe Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
10. GSIS ID NO.	70071201471	ZIP CODE	6521
11. PAG-IBIG ID NO.	1700-0027-2707		
12. PHILHEALTH NO.	13-000014337-6		
13. SSS NO.	N/A	19. TELEPHONE NO.	563-7458
14. TIN NO.	161-560-784	20. MOBILE NO.	09262953624
15. AGENCY EMPLOYEE NO.	V000661	21. E-MAIL ADDRESS (if any)	khun paula@yahoo.com

## II. FAMILY BACKGROUND

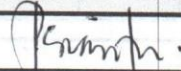
22. SPOUSE'S SURNAME	Caintic	23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Wenito	NAME EXTENSION (JR., SR)	Caintic, Paula Wayne S. 10/13/2002
MIDDLE NAME	Alba		Caintic, Wayne Pocholo S. 5/17/2004
OCCUPATION	Training Assistant		
EMPLOYER/BUSINESS NAME	Agriculture Training Institute		
BUSINESS ADDRESS	Visca, Baybay City, Leyte		
TELEPHONE NO.	563-7635		
24. FATHER'S SURNAME	Saligue		
FIRST NAME	Nemesio	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Machado		
25. MOTHER'S MAIDEN NAME			
SURNAME	Castañares		
FIRST NAME	Isabelita		
MIDDLE NAME	Abocejo		

(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 Rafael Elementary School, Maasin So. Leyte	Primary Education	1977	1983		1983	
SECONDARY	San Rafael Brgy High School, Maasin So. Leyte	High School	1983	1987		1987	
COLLEGE	Visayas State College of Agriculture	BS Agriculture	1987	1991		1991	
GRADUATE STUDIES	Visayas State University	Masters of Management	2013	2017		2017	
	Masaryk University, Czech Republic	Master Exchange	2015	2016	21 ECTS		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/15/19
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[illegible]

**V. WORK EXPERIENCE**  
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet

[illegible]

(Continue on separate sheet if necessary)	
SIGNATURE	DATE 7/15/19



## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	VSU Credit Cooperative				Member, Education Committee
	Kabalikat Civicom				Member

(Continue on separate sheet if necessary)

## VII. LEARNING AND DEVELOPMENT (L&amp;D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION	
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31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Coordination & facilitation		VSU Faculty Association
Word Processing		State Universities and Colleges Extension Managers Network, Inc (SEMAN)
		Philippine Association of Research Managers, Inc (PhilARM)
		Kabalikat Civicom
		VSU Credit Cooperative

(Continue on separate sheet if necessary)

SIGNATURE	<i>[Signature]</i>	DATE	7/15/19
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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:

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)

NAME	ADDRESS	TEL NO.
Dr. Jose L. Bacusmo	VSU, Visca, Baybay City, Leyte	9173108076
Dr. Othello B. Capuno	VSU, Visca, Baybay City, Leyte	9369542182
Ms. Hazel Grace T. Taganas	ATI, Visca, Baybay City, Leyte	9178628433

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.



PHOTO



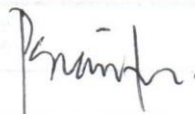
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Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)  
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: GSIS

ID/License/Passport No.: 70071201471


Date/Place of Issuance:



Signature (Sign inside the box)

Date Accomplished

SUBSCRIBED AND SWORN to before me this 16 JUL 2019, affiant exhibiting his/her validly issued government ID as indicated above.



ATTY. RYSAN C. GUINOCOR

VSU LEGAL OFFICER

Person Administering Oath

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