

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 ☐ I'd 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	VISTAL		
FIRST NAME	PEARL	NAME EXTENSION (JR., SR) NONE	
MIDDLE NAME	PABROQUEZ		
3. DATE OF BIRTH (mm/dd/yyyy)	18/06/1983	16. CITIZENSHIP	Pls. indicate country:
4. PLACE OF BIRTH	GABAS, BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	Female		
6. CIVIL STATUS	Married	17. RESIDENTIAL ADDRESS	NA
7. HEIGHT (m)	5'0"	ZIP CODE	House/Block/Lot No.
8. WEIGHT (kg)	60		NA
9. BLOOD TYPE	A+		Subdivision/Village
10. GSIS ID NO.	000-6236-0908-2		BAYBAY
11. PAG-IBIG ID NO.	916048317466		City/Municipality
12. PHILHEALTH NO.	13-050040004-9	18. PERMANENT ADDRESS	6521
13. SSS NO.	NA	ZIP CODE	NA
14. TIN NO.	302-3254790000		House/Block/Lot No.
15. AGENCY EMPLOYEE NO.	V00902		NA
16. CITIZENSHIP			Subdivision/Village
17. RESIDENTIAL ADDRESS			BAYBAY
18. PERMANENT ADDRESS		City/Municipality	6521
19. TELEPHONE NO.	NA	20. MOBILE NO.	09274458938
21. E-MAIL ADDRESS (if any)	pearl.vistal@vsu.edu.ph		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	VISTAL		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARVIN	NAME EXTENSION (JR., SR) NONE	CASSANDRA P. VISTAL	28/11/2007
MIDDLE NAME	ODTOJAN		VIANNEY P. VISTAL	10/10/2010
OCCUPATION	FARMER			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY			
BUSINESS ADDRESS	VSU, VISCA, BAYBAY CITY, LEYTE			
TELEPHONE NO.	NONE			
24. FATHER'S SURNAME	PABROQUEZ			
FIRST NAME	JESUS	NAME EXTENSION (JR., SR) NONE		
MIDDLE NAME	SORIA			
25. MOTHER'S MAIDEN NAME				
SURNAME	POLO			
FIRST NAME	PERPERTUA			
MIDDLE NAME	BULAWAN			

(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	GABAS ELEMENTARY SCHOOL	PRIMARY EDUCATION	1996	1996	Graduated	1996	NONE
SECONDARY	VISCA LABORATORY HIGH SCHOOL	SECONDARY EDUCATION	1996	2000	Graduated	2000	NONE
VOCATIONAL / TRADE COURSE	FRANCISCAN COLLEGE OF IMMACULATE CONCEPTION	BSED Science	2020	2023	Supplementary Units	2023	None
COLLEGE	LEYTE STATE UNIVERSITY	BACHELOR OF ANIMAL SCIENCE	2000	2005	Graduated	2005	None
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MS ANIMAL SCIENCE	2015	2020	Graduated	2020	None

(Continue on separate sheet if necessary)

SIGNATURE

DATE

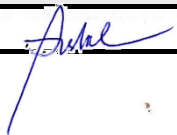
November 2, 2025

IV. CIVIL SERVICE ELIGIBILITY					
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
CAREER SERVICE PROFESSIONAL	80.10%	OCT. 16,2011	LEYTE NATIONAL HIGH SCHOOL/ DECEMBER 5, 2011	08-152673	NA
LICENSURE EXAMINATION FOR AGRICULTURIST	78.50%	Nov. 28, 29 & 30, 2017	LEYTE NATIONAL HIGH SCHOOL	0041523	06/13/23 to 06/18/2026
LICENSURE EXAM FOR PROFESSIONAL TEACHER (SECONDARY)	88%	March 19, 2023	TACLOBAN CITY, LEYTE	2055269	06/13/23 to 06/18/2027


(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						
10/16/2024	Present	Admin. Officer I	RECORDS MANAGEMENT & ARCHIVES	25,586.00	SG 10	REGULAR	YES
06/01/2021	10/15/2024	ADMINISTRATIVE AIDE VI	DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY, VSU, BAYBAY CITY, LEYTE	17,553.00	SG 6, Step 1	REGULAR	YES
08/01/2017	05/30/2021	ADMINISTRATIVE AIDE IV	DEPARTMENT OF FOOD SCIENCE AND TECHNOLOGY, VSU, BAYBAY CITY, LEYTE	14,511.00	SG 4, Step 2	REGULAR	YES
03/01/2016	07/31/2017	ADMINISTRATIVE AIDE III	COLLEGE OF FORESTRY & ENVIRONMENTAL SCIENCE (CFES), VSU, BAYBAY CITY, LEYTE	10,400.94	SG 3	REGULAR	YES
11/09/2015	02/29/2016	ADMINISTRATIVE AIDE III	COLLEGE OF FORESTRY & ENVIRONMENTAL SCIENCE (CFES), VSU, BAYBAY CITY, LEYTE	10,400.94	SG 3	CASUAL	YES
11/15/2008	11/09/2015	ADMINISTRATIVE AIDE	COLLEGE OF EDUCATION, VSU, BAYBAY CITY, LEYTE	280/DAY	NA	JO	YES
11/03/2006	09/30/2008	STORE MANAGER	JM POULTRY & LIVESTOCK SUPPLY CEBU INC., COMPOSTELA, CEBU	10,000	NA	REGULAR	NO
04/15/2006	09/15/2006	CASHIER	SUPER VALUE INC., CEBU CITY	8,000	NA	TEMP.	NO
09/01/2005	01/15/2006	PRODUCTION STAFF	SECURA PLANT GENETICS CORP., GINGOOG, MISAMIS ORIENTAL	8,000	NA	TEMP.	NO

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 2, 2025
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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			
NA		NA	NA	NA	NA	
(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			
	Orientation on Disposition and Orientation on Filling -out NAP Forms	10/29/2025	10/29/2025	8	Technical	VSU Alangalang Campus
	Attendance to the ISO 900:2015 Awareness/Re-Awareness Webinar	09/05/2025	09/05/2025	4	Technical	Visayas State University
	Orientation on the Roles and Responsibilities of Document and Records Controller and Re-cascading of Documents and Records Control	09/04/2025	09/04/2025	4	Technical	Visayas State University
	Data Privacy Awareness	8/29/2025	08/29/2025	8	Technical	Department of Information and Communications Technology
	Basic Records and Archives Management (BRAM)	03/18/2025	03/20/2025	24	Technical	National Archives of the Philippines (NARS)
	Digicitizen 2.0:Teaching Global Citizenship through Digital Literacy (Virtual)	12/29/2023	12/29/2023	4	Technical	Carl Institute, QC, Phil.
	Basic Computer Literacy	12/16/2023	12/29/2023	80	Technical	Eltech Learning Hub, Upland,
	2023 International Food Value Chain Webinar and Workshop	05/22/23	05/25/23	20 hrs	Technical	MAFF Japan, ASEAN, VSU
	Webinar on the Advances and Challenges in Lactic Acid Bacteria Research for Food and Industry Applications	10/12/22	10/12/22	8 hrs.	Technical	VSU, BAYBAY CITY, LEYTE
	2022 International Food Value Chain Webinar and Workshop	09/12/22	09/16/22	24 hrs	Technical	MAFF Japan, ASEAN, VSU
	4th International STEAM Research Congress	02/3/21	02/05/21	24	Technical	EVSU
	Back to Basics: Understanding the Rumen Webinar	2/20/21	2/20/21	8	Technical	Virtual
	Innovations in Food Safety Monitoring Seminar	10/24/19	10/24/19	8 HRS.	Technical	VSU, BAYBAY CITY, LEYTE
	Short Course Training and Workshop on Food Value Chain	10/07/19	10/11/19	40 HRS.	Technical	ASEAN, MAFF-Japan, VSU & DA
	ASIAN ASSOCIATION OF AGRICULTURAL COLLEGES AND UNIVERSITIES (AAACU) 22ND BIENNIAL CONFERENCE AND GENERAL ASSEMBLY	10/16/2018	10/18/2018	24 HRS.	Technical	VSU, VISCA, BAYBAY CITY, LEYTE
	ISO 9001: 2015 Enhancement Seminar-Workshop on Internal Quality Audit	04/2/2017	04/3/17	16 HRS.	Technical	VISAYAS STATE UNIVERSITY
	Lecture on "An Overview of the Poultry and Livestock Genetic Resources in Asian Countries	14/03/2017	14/03/2017	4 hrs.	Technical	DEPT. OF ANIMAL SCIENCE, VISAYAS STATE UNIVERSITY
	Laforet Community Level Research Training-Workshop	19/08/2016	19/08/2016	8 hrs.	Technical	VISAYAS STATE UNIVERSITY
	Internal Quality Audit Training	01/23/17	01/25/17	24 hrs.	Managerial	AJA Registrars Inc., CCE Bldg. VSU, Baybay City, Leyte
	ISO 9001-2008 ORIENTATION & WRITESHOP AMONG CLERK & SECRETARIES	09/21/2015	09/21/2015	8 hrs.	Technical	VISAYAS STATE UNIVERSITY
	REGIONAL ASSEMBLY AND LECTURE SERIES ON RESEARCH WITH THE THEME "INTERFACING GRADUATE SCHOOL RESEARCHES IN ASEAN 2015 INTEGRATION" - PARTICIPANT	08/29/2015	08/29/2015	8 HRS.	Technical	PHILIPPINE ASSOC. FOR GRADUATE EDUCATION REGION VIII, TACLOBAN CITY
	SEMINAR ON "EVALUATION OF SOIL MICROBIAL FUNCTIONS FOR SUSTAINABLE AGRICULTURE" & EVALUATION & UTILIZATION OF RICE AS RUMINANT FEEDS - PARTICIPANT	09/03/2015	09/03/2015	8 HRS.	Technical	DR. TOSHINORI NAGAOKA & DR. TAKETO OBITSU OF HIROSHIMA UNIV. JAPAN HELD AT VISAYAS STATE UNIV.
	INNOVATIVE TEACHING STRATEGIES, EMPLOYABILITY SKILLS & CONTENT-BASED SPEECH ENHANCEMENT - PARTICIPANT	10/29/2013	10/30/2013	16 HRS.	Technical	CONVENTION CENTER, VSU
	TOMATO PRODUCTION IN AUSTRALIA - PARTICIPANT	08/16/2013	08/16/2013	4 HRS.	Technical	PHILROOTCROPS TRAINING HALL, VSU
	PERSONALITY DEVELOPMENT SEMINAR FOR FRONTLINERS - PARTICIPANT	09/20/2012	09/20/2012	8 HRS.	Technical	VSU, VISCA, BAYBAY CITY, LEYTE
	HANDS-ON TRAINING ON DAIRY PRODUCTION - PARTICIPANT	09/01/2008	10/01/2008	2 MOS.	Technical	BADACO FARM, LIPA CITY, BATANGAS
(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)		
	COOKING	NONE		Phil. Association of Agriculturist, Inc.		
	ENCODING	NONE		Phil. Association for Teachers & Educators (PAFTE), Inc.		
	GARDENING	NONE		FARMERS Association		
	DRIVING	NONE				
(Continue on separate sheet if necessary)						

SIGNATURE		DATE	November 2, 2025
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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)?	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?	No If YES, give details: _____ 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?	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?	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?	No If YES, give details: _____ No If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?	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?	No If YES, please specify: _____ No If YES, please specify ID No: _____ No If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
MARIA ROBERTA S. MIRAFLOR	RMA, VSU, BAYBAY CITY, LEYTE	9066701689
LYNETTE C. CIMAFRANCA	DFST, VSU, BAYBAY CITY, LEYTE	64 53 565 0600 Local 1025
DENNIS P. PEQUE	CFES, VSU, BAYBAY CITY, LEYTE	563-7552
42. _____ _____ _____		

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: V00902
ID/License/Passport No.: VSU ID
Date/Place of Issuance: January 2025

Signature (Sign inside the box)
November 2, 2025
Date Accomplished

PHOTO

Right Thumbmark

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

Person Administering Oath