

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 the appropriate boxes (☐) and use separate sheet if necessary. Indicate N/A if not applicable. **DO NOT ABBREVIATE**

1. CSC ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

| | | | | | | | | |
|-------------------------------|--|--|----------------------------|--|-----------------------------|-----------------------------|--|--|
| 2. SURNAME | PADIOS | | | | | | | |
| FIRST NAME | ROSEBUD | | | NAME EXTENSION(JR, SR) N/A | | | | |
| MIDDLE NAME | COLEGADO | | | | | | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 09/27/1990 | 16. CITIZENSHIP if holder of dual citizenship, please indicate the details | | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country <div></div> | | | | |
| 4. PLACE OF BIRTH | TAGUM CITY | | | | | | | |
| 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"/> Separated <input type="checkbox"/> Other/s | | 17. RESIDENTIAL ADDRESS | N/A House/Block/Lot No. | | N/A Street | | |
| | | | | LAND OF THE MORNING VILLAGE Subdivision/Village | | SOUTHERN DAVAO Barangay | | |
| | | | | PANABO City/Municipality | | DAVAO DEL NORTE Province | | |
| 7. HEIGHT (m) | 1.58 | | ZIP CODE | 8105 | | | | |
| 8. WEIGHT (kg) | 58 | | | | | | | |
| 9. BLOOD TYPE | O | | 18. PERMANENT ADDRESS | N/A House/Block/Lot No. | | N/A Street | | |
| 10. GSIS ID NO. | 2005325103 | | | LAND OF THE MORNING VILLAGE Subdivision/Village | | SOUTHERN DAVAO Barangay | | |
| 11. PAG-IBIG ID NO. | 121216871504 | | | PANABO City/Municipality | | DAVAO DEL NORTE Province | | |
| 12. PHILHEALTH NO. | 16-025576781-7 | | ZIP CODE | | 8105 | | | |
| 13. SSS NO. | 09-4255057-9 | | 19. TELEPHONE NO. | | N/A | | | |
| 14. TIN NO. | 489-096-048 | | 20. MOBILE NO. | | 09763474114 | | | |
| 15. AGENCY EMPLOYEE NO. | 201712-0083 | | 21. EMAIL ADDRESS (if any) | | rosebud.padios@dnscc.edu.ph | | | |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|---|-----------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | PADIOS | | 23. NAME OF CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | IAN JAY | NAME EXTENSION(JR., SR) N/A | YARA MISSANDEI COLEGADO PADIOS | 12/09/2023 |
| MIDDLE NAME | TABARANGAO | | MARGAERY SANSA COLEGADO PADIOS | 11/22/2015 |
| OCCUPATION | IT OFFICER I | | ARYA DAENERYS COLEGADO PADIOS | 10/08/2013 |
| EMPLOYER/BUSINESS NAME | DAVAO DEL NORTE STATE COLLEGE | | | |
| BUSINESS ADDRESS | NEW VISAYAS, PANABO CITY, DAVAO DEL NORTE | | | |
| TELEPHONE NO. | (084) 645-3064 | | | |
| 24. FATHER'S SURNAME | COLEGADO | | | |
| FIRST NAME | EDUARDO | NAME EXTENSION(JR., SR) N/A | | |
| MIDDLE NAME | ORTIZ | | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | DELA PEÑA | | | |
| FIRST NAME | SUSAN | | | |
| MIDDLE NAME | WILKINS | | | |
| | | | (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 | GREDU ELEMENTARY SCHOOL | PRIMARY EDUCATION | 2001 | 2002 | N/A | 2002 | N/A |
| SECONDARY | PANABO NATIONAL HIGH SCHOOL | HIGH SCHOOL | 2002 | 2006 | N/A | 2006 | N/A |
| COLLEGE | UNIVERSITY OF SOUTHEASTERN PHILIPPINES | BACHELOR IN COMPUTER TECHNOLOGY | 2006 | 2010 | N/A | 2010 | N/A |
| GRADUATE STUDIES | UNIVERSITY OF IMMACULATE CONCEPCION | MASTER IN INFORMATION TECHNOLOGY | 2011 | 2012 | 24 | N/A | N/A |

(Continue on separate sheet if necessary)

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|-----------|--|------|------------|
| SIGNATURE | | DATE | 04/30/2024 |
|-----------|--|------|------------|

IV. CIVIL SERVICE ELIGIBILITY

| 27. | CAREER SERVICE/RA 1080 (BOARD/BAR) UNDER SPECIAL LAWS/CES/CSEE BARANGAY ELIGIBILTY / DRIVER'S LICENSE | RATING (if applicable) | DATE OF EXAMINATION/CONFERMENT | PLACE OF EXAMINATION/CONFERMENT | LICENSE (if applicable) | |
|-----|--|---------------------------|-----------------------------------|---------------------------------|-------------------------|---------------------|
| | | | | | Number | Date of Validity |
| | CAREER SERVICE PROFESSIONAL | 81.18 | 2010-10-17 | DAVAO CITY | 08-134358 | N/A |
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(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 | | | | | | |
| 01/01/2024 | Present | PLANNING OFFICER 1 | Davao del Norte State College | 27,000.00 | 11-1 | Permanent | Y |
| 08/01/2023 | 12/31/2023 | PLANNING OFFICER I | Davao del Norte State College | 27,000.00 | 11-1 | Permanent | Y |
| 01/01/2023 | 07/31/2023 | ADMINISTRATIVE AIDE IV | Davao del Norte State College | 15,586.00 | 4-1 | Permanent | Y |
| 01/01/2022 | 12/31/2022 | ADMINISTRATIVE AIDE IV | Davao del Norte State College | 14,993.00 | 4-1 | Permanent | Y |
| 05/16/2021 | 12/31/2021 | ADMINISTRATIVE AIDE IV | Davao del Norte State College | 14,400.00 | 4-1 | Permanent | Y |
| 01/01/2021 | 05/15/2021 | ADMINISTRATIVE AIDE III | Davao del Norte State College | 13,677.00 | 3-2 | Permanent | Y |
| 01/01/2020 | 12/31/2020 | ADMINISTRATIVE AIDE III | Davao del Norte State College | 13,019.00 | 3-1 | Permanent | Y |
| 01/01/2019 | 12/31/2019 | ADMINISTRATIVE AIDE III | Davao del Norte State College | 12,466.00 | 3-1 | Permanent | Y |
| 01/01/2018 | 12/31/2018 | ADMINISTRATIVE AIDE III | Davao del Norte State College | 11,914.00 | 3-1 | Permanent | Y |
| 12/18/2017 | 12/31/2017 | ADMINISTRATIVE AIDE III | Davao del Norte State College | 11,914.00 | 3-1 | Permanent | Y |
| 05/20/2015 | 12/15/2017 | ADMINISTRATIVE AIDE | Davao del Norte State College | 300.00 / day | N/A | Job Order | N |
| 06/01/2010 | 03/31/2013 | IT INSTRUCTOR | Davao del Norte State College | 7,500.00 | N/A | Contract of Service | N |
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| SIGNATURE | | DATE | 04/30/2024 |
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| VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S | | | | | |
|---|---|---------------------------------|-----|--------------------|---------------------------|
| 29. | NAME AND 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 |
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| 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 (Management/ Supervisory/Technical/etc.) | CONDUCTED/SPONSORED BY (Write in full) |
| | | From | To | | | |
| | RECORDS DISPOSITION SCHEDULE | 09/08/2022 | 09/08/2022 | 4 | TECHNICAL | NATIONAL ARCHIVE OF THE PHILIPPINES |
| | VIRTUAL SEMINAR-WORKSHOP ON RECORDS DISPOSITION ADMINISTRATION | 04/25/2022 | 04/29/2022 | 20 | TECHNICAL | NATIONAL ARCHIVE OF THE PHILIPPINES |
| | STRATEGIC PERFORMANCE MANAGEMENT SYSTEM | 03/18/2022 | 03/18/2022 | 8 | TECHNICAL | CIVIL SERVICE COMMISSION XI |
| | LECTURE ON FIRE SAFETY AND FIRE DRILL | 03/10/2022 | 03/10/2022 | 4 | TECHNICAL | DAVAO DEL NORTE STATE COLLEG |
| | WEBINAR ON PUBLIC SERVICE ETHICS ANDACCOUNTABILITY | 05/25/2021 | 05/28/2021 | 16 | TECHNICAL | CIVIL SERVICE COMMISSION XI |
| | EFFECTIVE OFFICE ADMINISTRATION | 10/07/2020 | 10/07/2020 | 3 | TECHNICAL | BUSINESSCOACH, INC. |
| | TRAINING ON DISASTER RISK REDUCTION AND MANAGEMENT | 09/26/2019 | 09/26/2019 | 4 | TECHNICAL | DAVAO DEL NORTE STATE COLLEGE |
| | SEMINAR WORKSHOP ON THE PREPARATION OF PPMP | 08/13/2019 | 08/13/2019 | 4 | TECHNICAL | DAVAO DEL NORTE STATE COLLEGE |
| | ISO 9001:2015 AWARENESS AND RISK MANAGEMENT TRAINING-WORKSHOP | 07/02/2018 | 07/03/2018 | 16 | TECHNICAL | ASC MANAGEMENT SYSTEMS CONSULTANCY |
| | BASIC COSTUMER SERVICE SKILLS DEVELOPMENT | 11/16/2017 | 11/17/2017 | 16 | TECHNICAL | CIVIL SERVICE COMMISSION XI |
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| (Continue on separate sheet if necessary) | | | | | | |

| VIII. OTHER INFORMATION | | |
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| 31. | 32. | 33. |
| SPECIAL SKILLS and HOBBIES | NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | MEMBERSHIP IN ASSOCIATION / ORGANIZATION (Write in full) |
| N/A | N/A | N/A |
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| (Continue on separate sheet if necessary) | | |

| | | | |
|-----------|--|------|------------|
| SIGNATURE | | DATE | 04/30/2024 |
|-----------|--|------|------------|

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

If YES, give details:

35.a. Have you ever been found guilty of any administrative offense?

b. Have you ever 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. |
|----------------------|-------------------------------|-----------------|
| ROSIE LYNN P. TEJADA | DAVAO DEL NORTE STATE COLLEGE | 63-945-427-7509 |
| GIRLEY S. GUMANAO | DAVAO DEL NORTE STATE COLLEGE | 63-927-862-5698 |
| JESEBEL R. BESAS | DAVAO DEL NORTE STATE COLLEGE | 63-929-385-9301 |

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: TIN ID

ID/License/Passport No: 489096048

Date/Place of Issuance: 2016-08-25/TAGUM CITY

Signature(Sign inside the box)

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