## **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

READ THE ATTACHED GUIDE  Print legibly. Tick appropriate boxes			• •			1. CS ID No.	(Do r	not fill up. For	CSC use only
I. PERSONAL INFORM	ATION								
2. SURNAME									
FIRST NAME							NAME EXTENSION	(JR., SR)	
MIDDLE NAME									
3. DATE OF BIRTH (mm/dd/yyyy)			16. CITIZENSHIP		Filipir	10	Dual Citizenship	by naturali	zation
4. PLACE OF BIRTH			If holder of dual citiz	·			Pls. indicate	-	
5. SEX	Male	Female	please indicate the	details.					
6 CIVIL STATUS	Single Widowed Other/s:	Married Separated	17. RESIDENTIAL ADDRESS		e/Block/Lot N			Street	
7. HEIGHT (m)			1					Barangay	
8. WEIGHT (kg)			ZIP CODE	City	y/Municipality	/		Province	
9. BLOOD TYPE			18. PERMANENT ADDRESS						
			-	House	e/Block/Lot l	Vo.		Street	
10. GSIS ID NO.			_	Subo	division/Villag	ge		Barangay	
11. PAG-IBIG ID NO.				City	y/Municipality	/		Province	
12. PHILHEALTH NO.			ZIP CODE						
13. SSS NO.			19. TELEPHONE NO.						
14. TIN NO.			20. MOBILE NO.						
15. AGENCY EMPLOYEE NO.			21. E-MAIL ADDRESS (if any)						
II. FAMILY BACKGRO	UND								
22. SPOUSE'S SURNAME					CHILDREN	(Write full n	name and list all)	DATE C (mm/c	OF BIRTH dd/yyyy)
FIRST NAME			NAME EXTENSION (JR., SR)						
MIDDLE NAME									
OCCUPATION									
EMPLOYER/BUSINESS NAME									
BUSINESS ADDRESS									
TELEPHONE NO.									
24. FATHER'S SURNAME									
FIRST NAME			NAME EXTENSION (JR., SR)						
MIDDLE NAME									
25. MOTHER'S MAIDEN NAME									
SURNAME									
FIRST NAME									
MIDDLE NAME					(Contir	nue on sep	arate sheet if ned	cessary)	
III. EDUCATIONAL BA	CKGROUND								
26 LEVEL	NAME OF S (Write in		BASIC EDUCATION/DEGF (Write in full)		PERIC ATTENI From		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHI P/ ACADEMIC HONORS RECEIVED
ELEMENTARY									
SECONDARY									
VOCATIONAL / TRADE COURSE									
COLLEGE									
GRADUATE STUDIES									
	· I	(Con	tinue on separate sheet if n	ecessary)			-	-	-
SIGNATURE					DATE				

IV. CIVIL SERVICE ELIGIBILITY											
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE			RATING	DATE OF EXAMINATION /					LICENSE (if applicable)		
	JNDER SPECIAL LAWS/ CES/ CSEE ANGAY ELIGIBILITY / DRIVER'S LICENSE		(If Applicable)	CONFERMENT PLACE OF EXAMINA		TION / CONFERMENT		NUMBER	Date of Validity		
			(0		( ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( ( (						
V. WOI	RK EXPERIE	NCE	(Contin	ue on separate shee	et ir necessary)						
		nt. Start from your recent	work) Description			Work Exper	SALARY/ JOB/				
28. INC	LUSIVE DATES mm/dd/yyyy)	POSITION T (Write in full/Do not		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)		
							INOREMENT				
			(Contin	ue on separate shee	et if necessary)						
SIG	NATURE					DATE					

VI. VOL	UNTARY WORK OR INVOLV	EMENT IN CIVIC / NON G	OVERNMEI	NT / PEOPL	LE / VOLUI	NTARY ORG	GANIZATION/S	
29.	NAME & ADDRESS OF C		INCLUSIV (mm/de	/E DATES d/yyyy)	NUMBER OF		POSITION / NATURE OF WORK	
	(Write in ful	l)	From	То	HOURS			
								_
								_
								_
								_
		(Continu	e on separate s	sheet if necess	ary)			
	ARNING AND DEVELOPMEN							
(Start from	the most recent L&D/training program	and include only the relevant L&D		DATES OF	e (5) years for	Type of LD	Executive/Managerial positions)	
30. TI	TLE OF LEARNING AND DEVELOPMEN PROGRAMS (Writ		ATTEN (mm/d		NUMBER OF HOURS	( Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)	
			From	То		Technical/etc)		
								_
								_
		(Continu	e on separate s	sheet if necess	ary)			
VIII. OT	HER INFORMATION							
31.	SPECIAL SKILLS and HOBBIES	32. NON-ACA	DEMIC DISTING (Write		OGNITION		MEMBERSHIP IN 33. ASSOCIATION/ORGANIZATION (Write in full)	
							(write in idii)	
								_
		(0.00)	on on one	hoot if	eard.			_
	SIGNATURE	(Continu	e on separate s	meet II Necess	aly)	DATE		

<ol> <li>Are you related by consanguinity or affinity to the appointing of of bureau or office or to the person who has immediate super Department where you will be apppointed,</li> </ol>			
a. within the third degree?	YES	NO	
b. within the fourth degree (for Local Government Unit	YES If YES, give det	NO cails:	
35. a. Have you ever been found guilty of any administrativ	ve offense?	YES	NO
		If YES, give det	alls.
b. Have you been criminally charged before any court?		YES	NO
		If YES, give det	ails: ate Filed:
			f Case/s:
36. Have you ever been convicted of any crime or violation regulation by any court or tribunal?	of any law, decree, ordinance or	YES	NO
, ,		If YES, give det	ails:
37. Have you ever been separated from the service in any		YES	NO
retirement, dropped from the rolls, dismissal, termination phased out (abolition) in the public or private sector?	on, end of term, finished contract or	If YES, give det	
38. a. Have you ever been a candidate in a national or loca (except Barangay election)?	al election held within the last year	YES	NO
b. Have you resigned from the government service during the	three (3)-month period before the last	If YES, give details: YES	NO
election to promote/actively campaign for a national or local c		If YES, give details:	NO
39. Have you acquired the status of an immigrant or perma	nent resident of another country?	YES	NO
		If YES, give det	ails (country):
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magn and (c) Solo Parents Welfare Act of 2000 (RA 8972), please a			
a Are you a member of any indigenous group?	<b>3</b>	YES	NO
b Are you a person with disability?		If YES, please spe	cify:
		YES If YES, please spe	NO cify ID No:
c. Are you a solo parent?		YES If YES, please spe	NO cify ID No:
41. REFERENCES (Person not related by consanguinity or affinit	y to applicant /appointee)		
NAME	ADDRESS	TEL. NO.	ID misture talens within
			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
I declare under oath that I have personally accomplished and complete statement pursuant to the provisions of particular to the provisions.			Computer generated or photocopied picture is not acceptable
the Philippines. I authorize the agency head / authorize herein. I agree that any misrepresentation made in this	ed representative to verify/validate the	contents stated	
of administrative/criminal case/s against me.	document and its attachments shall	oddoc tric ming	РНОТО
Commence learned ID (i.e. Decompt) COVO COCO COCO			
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)  PLEASE INDICATE ID Number and Date of Issuance			
Government Issued ID:			
ID/License/Passport No.:	Signature (Sign inside the	box)	
Date/Place of Issuance:	Date Accomplished		Right Thumbmark
SUBSCRIBED AND SWORN to before me this	, a indicated above.	ffiant exhibiting his/he	er validly issued government ID as
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	ath		