

	<b>ENTERPRISE CORE SERVICES FORMS</b>	Date Effective <b>March 01,2013</b>
DEPARTMENT:HRD	TITLE	FM_HRD_AHI_005.0
SECTION:RECRUITMENT	Employee Data Sheet	

2650 A. Bonifacio St., Bangkal, Makati City  
Employee Data Sheet (EDS)

DESIRED POSITION: ACCOUNTING  
ASSISTANT

DESIRED SALARY:

CONTACT NUMBER/S: 234

DATE:

2017-11-10

Surname: adsf		Given Name: adsf		Middle Name asdf		Nick Name	
City / Present Address:				Provincial Address:			
Birth Date: November 30, -0001		Birth Place		Age		Sex Male	
						Height	
						Weight	
Civil ( )		( )		( )		( )	
Status: Single		Married		Widow/er		Separated	
SSS Number:		TIN:		Pag-ibig Number:		Philhealth:	

#### IF MARRIED

Name of Spouse:		Age:		Occupation:	
Name of Children:		Age:		Name of Children:	
				Age:	
Father's Name:		Age:		Occupation:	
Mother's Name:		Age:		Occupation:	
Brother's / Sister's:		Age:		Occupation:	
Brother's / Sister's:		Age:		Occupation:	

#### EDUCATIONAL ATTAINMENT

EDUCATION	INSTITUTION	INCLUSIDVE DATE		COURSE DEGREE FINISHED	HONORS / AWARDS
		FROM	TO		

#### WORK EXPERIENCE

COMPANY	POSITION	INCLUSIDVE DATE		NO OF YEARS / MONTHS	SALARY	REASON FOR LEAVING
		FROM:	TO:			

#### TRAINING/SEMINARS ATTENDED

COURSE/PROGRAM TITLE	CONDUCTED/SPONSORED BY	DATE
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#### EXTRA CURRICULAR ACTIVITIES

Name of Organization	Position	Date
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#### FRIENDS OF RELATIVE CONNECTED TO ARMADILLO HOLDINGS, INC.

Name	Relation	Position	Branch/Dept.
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#### CHARACTER REFERENCES (Not related to you or former employer)

Name	Organization	Position	Contact Number
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LANGUAGE/DIALECT SPOKEN:	_____
HOBBIES/INTEREST:	_____
MACHINE OPERATED:	_____
SPECIAL TALENT/SKILLS:	_____
DO YOU HAVE A DRIVER'S LICENSE? ( )Yes ( X )No Type of License: ( )Non-Pro ( )Professional ( )Student	
DO YOU HAVE ANY PROFESSIONAL REGULATION COMISSION (PRC) LICENSE? ( )Yes ( X )No	
Type of license:	_____ License # _____ Date of Expiration: _____
HAVE YOU BEEN ILL FOR THE PAST 6 MONTHS? ( )Yes ( X )No	
If yes, type of illnes? _____	
HAVE YOU EVER BEEN TRIED IN COURT? ( )Yes ( )No ( )Aquitted ( )Found Guilty	
HOW DID YOU LEARN ABOUT THIS JOB OPENING?	
WHEN CAN YOU START? _____	
If referral, who referred you to this company? _____	

I understand that any misrepresentation or any omission of facts or whatever nature required by this application shall be considered sufficient cause of dismissal at any time during employment with ARMADILLO HOLDINGS, INC.

If employed, I promise to undertake and abide all rules and regulations standards, prescribed by this Company. I undertand and agree that any deviation, violation from any company rules, policies, procedures and code of discipline, established practises is a sufficient ground for termination of my service from the company.

\_\_\_\_\_  
Signature of Applicant