

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 if accomplished through own handwriting. Tick appropriate boxes ☐ and use separate sheet if necessary. Indicate N/A if not applicable. **DO NOT ABBREVIATE.**

I. PERSONAL INFORMATION

1. SURNAME	PEREZ		
2. FIRST NAME	JAYSON	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CLEMENTE		
3. DATE OF BIRTH (dd/mm/yyyy)	25/09/2000	16. CITIZENSHIP	Pls. indicate country:
4. PLACE OF BIRTH	LUCENA	If holder of dual citizenship, please indicate the details.	
5. SEX AT BIRTH	MALE		
6. CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	<div>49</div> <div>House/Block/Lot No. Street</div> <div>SITIO RAVANZO 11</div> <div>Subdivision/Village Barangay</div> <div>LUCENA QUEZON</div> <div>City/Municipality Province</div>
7. HEIGHT (m)	170	ZIP CODE	4301
8. WEIGHT (kg)	65		4301
9. BLOOD TYPE		18. PERMANENT ADDRESS	<div>49</div> <div>House/Block/Lot No. Street</div> <div>SITIO RAVANZO 11</div> <div>Subdivision/Village Barangay</div> <div>LUCENA QUEZON</div> <div>City/Municipality Province</div>
10. UMID ID NO.		ZIP CODE	4301
11. PAG-IBIG ID NO.			4301
12. PHILHEALTH NO.	08-026543923-7	19. TELEPHONE NO.	N/A
13. PhilSys Number (PSN):		20. MOBILE NO.	09938568950
14. TIN NO.	601-772-484-00000	21. E-MAIL ADDRESS (if any)	perezjayson2025@gmail.com
15. AGENCY EMPLOYEE NO.			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (dd/mm/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A		N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	PEREZ		N/A	N/A
FIRST NAME	CELSO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	JARMIN		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	CLEMENTE		N/A	N/A
FIRST NAME	JOSEFA		N/A	N/A
MIDDLE NAME	MAQUINANA		(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	LUCENA NORTH III ELEMENTARY SCHOOL	N/A	2011	2013	GRADUATED	2013	Top 3
SECONDARY	GULANG-GULANG NATIONAL HIGHSCHOOL	N/A	2013	2017	GRADUATED	2017	with honor
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	DALUBHASAAN NG LUNGSOD NG LUCENA	BACHELOR OF SCIENCE IN SOCIAL WORK	2020	2025	GRADUATED	2015	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 9, 2025
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[illegible]

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

[illegible]

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	VIDEO EDITING		GAWAD SUHAY STAKEHOLDER AWARDEE		
	CANVA		CINEMATONALIAN CHAMPION (NU LAGUNA)		
	COMPUTER LITERATE				

SIGNATURE		DATE	10/09/2025
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<p>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,</p> <p style="margin-left: 20px;">a. within the third degree?</p> <p style="margin-left: 20px;">b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p style="margin-left: 20px;">b. Have you been criminally charged before any court?</p>	<p>If YES, give details: _____</p> <hr/> <p>If YES, give details: Date Filed: _____ Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p>If YES, give details: _____</p>												
<p>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?</p>	<p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p style="margin-left: 20px;">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?</p>	<p>If YES, give details: _____</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p>If YES, give details (country): _____</p>												
<p>40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277, as amended); and (c) Expanded Solo Parents Welfare Act (RA 11861), please answer the following items:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p>If YES, please specify: _____</p> <p>If YES, please specify ID No: _____</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">NAME</th> <th style="width: 40%;">OFFICE / RESIDENTIAL ADDRESS</th> <th style="width: 20%;">CONTACT NO. AND/OR EMAIL</th> </tr> </thead> <tbody> <tr> <td>MARY GRACE S. LIMPIADO</td> <td>4P'S LUCENA</td> <td>9308795183</td> </tr> <tr> <td>LISETTE T. MANDRIQUE</td> <td>QUEZON MEDICAL CENTER</td> <td>9855546143</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	OFFICE / RESIDENTIAL ADDRESS	CONTACT NO. AND/OR EMAIL	MARY GRACE S. LIMPIADO	4P'S LUCENA	9308795183	LISETTE T. MANDRIQUE	QUEZON MEDICAL CENTER	9855546143			
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<p>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.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i></td> </tr> <tr> <td>Government Issued ID:</td> </tr> <tr> <td>ID/License/Passport No.:</td> </tr> <tr> <td>Date/Place of Issuance:</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i>	Government Issued ID:	ID/License/Passport No.:	Date/Place of Issuance:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 80px; vertical-align: middle;"> </td> </tr> <tr> <td>Signature (Sign inside the box)</td> </tr> <tr> <td>9/10/25</td> </tr> <tr> <td>Date Accomplished</td> </tr> </table>		Signature (Sign inside the box)	9/10/25	Date Accomplished	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto; position: relative;"> <div style="position: absolute; top: 5px; left: 5px; font-size: 8px;"> Passport-sized unfiltered digital picture taken within the last 6 months 4.5 cm. X 3.5 cm </div> </div> <p>PHOTO</p> <div style="border: 1px solid black; width: 100px; height: 100px; margin: 10px auto;"></div> <p>Right Thumbmark</p>			
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<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 300px; margin: 20px auto; padding: 5px; text-align: center;"> <p style="color: red; font-size: 10px;">(wet signature/e-signature/digital certificate except for notary public)</p> <p style="border-top: 1px solid black; margin-top: 10px;">Person Administering Oath</p> </div>													