

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 appropriate boxes () ☐ 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	CAIBIO		
FIRST NAME	GENECAESAR		NAME EXTENSION (JR, SR) N/A
MIDDLE NAME	FARON		
3. DATE OF BIRTH (mm/dd/yyyy)	07/18/2001	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	TACLOBAN CITY	If holder of dual citizenship, please indicate the details.	Philippines ▼
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	17. RESIDENTIAL ADDRESS	N/A Tanauan-Dagami Road House/Block/Lot No. Street NA PAGO Subdivision/Village Barangay TANAUAN LEYTE City/Municipality Province
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	ZIP CODE	6502
7. HEIGHT (m)	1.63M	18. PERMANENT ADDRESS	N/A Tanauan-Dagami Road House/Block/Lot No. Street NA PAGO Subdivision/Village Barangay TANAUAN LEYTE City/Municipality Province
8. WEIGHT (kg)	78kg	ZIP CODE	6502
9. BLOOD TYPE	O+	19. TELEPHONE NO.	N/A
10. GSIS ID NO.	N/A	20. MOBILE NO.	09179281857
11. PAG-IBIG ID NO.	121346376682	21. E-MAIL ADDRESS (if any)	genecaesarcaibio2@gmail.com
12. PHILHEALTH NO.	N/A		
13. SSS NO.	06-4577262-5		
14. TIN NO.	639-886-546-00000		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR, SR) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	CAIBIO			
FIRST NAME	JOSELITO	NAME EXTENSION (JR, SR) N/A		
MIDDLE NAME	RUEDA			
25. MOTHER'S MAIDEN NAME				
SURNAME	FARON			
FIRST NAME	GERMELINDA			
MIDDLE NAME	GALLARON			

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	SAN ROQUE ELEMENTARY SCHOOL	ELEMENTARY	4/6/2007	03/27/2013	GRADUATED	2013	N/A
SECONDARY	TANAUAN SCHOOL OF CRAFTSMANSHIP AND HOME INDUSTRIES	GENERAL ACADEMIC - BUSINESS MATHEMATICS	4/6/2013	7/4/2019	GRADUATED	2019	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	LEYTE NORMAL UNIVERSITY	BACHELOR OF SECONDARY EDUCATION MAJOR IN SOCIAL STUDIES	08/15/2019	07/18/2023	GRADUATED	2023	DEAN'S LISTER
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	MASTERS OF ARTS IN EDUCATION MAJOR IN SOCIAL STUDIES	08/31/2024	PRESENT	9	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	MAR 03 2025
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IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (If applicable)	
				NUMBER	Date of Validity
NON-PROFESSIONAL DRIVER'S LICENSE	85.0	1/10/2025	TACLOBAN CITY	H02-24-000308	1/10/2025
FIRE OFFICER EXAMINATION	87.12	JUNE 2, 2024	LEYTE NATIONAL HIGH SCHOOL	N/A	7/12/2024
LICENSURE EXAMINATION FOR TEACHERS	87.60	MARCH 17, 2024	LEYTE NATIONAL HIGH SCHOOL	2204939	7/4/2024
CIVIL SERVICE EXAM (PROFESSIONAL)	82.87	AUGUST 20, 2023	SAGKAHAN NATIONAL HIGH SCHOOL	N/A	11/3/2023

NOTHING FOLLOWS

(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	GOVT SERVICE (Y/ N)
From	To						
7/1/2024	PRESENT	VOLUNTEER TEACHER	DEPED LEYTE - TANAUAN NATIONAL HIGH SCHOOL	N/A	N/A	VOLUNTEER	Y
12/6/2023	PRESENT	SECRETARY - SK PAGO	SANGGUNIAN KABATAAN	N/A	N/A	APPOINTED	Y

NOTHING FOLLOWS

(Continue on separate sheet if necessary)

SIGNATURE



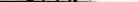
DATE

MAR 03 2025

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
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			
	PAFTE Free Webinar Series	12/14/2024	2/22/2025	48.0	Professional Development	Philippine Association for Teachers and Educators
	Basic Computer Literacy Program	3/11/2024	03/22/2024	80.0	Technical	Infinitech Tech4Ed
	Sangguniang Kabataan Mandatory Training	12/28/2024	12/28/2024	8.0	Leadership	LYDO - Tanauan, Leyte

[illegible]

VII. OTHER INFORMATION		
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
MS Office	N/A	N/A
Organizational and Time Management Skills		
Singing		
Reading		
NOTHING FOLLOWS		

SIGNATURE		DATE	MAR 03 2025
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MAR 03 2025

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

☐ YES ☒ NO

If YES, give details: _____

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

☐ YES ☒ NO

If YES, give details: _____

b. Have you been criminally charged before any court?

☐ 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)?

☐ YES ☒ NO

If YES, give details: _____

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: _____

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?

☐ YES ☒ NO

If YES, please specify: _____

b. Are you a person with disability?

☐ YES ☒ NO

If YES, please specify ID No: _____

c. Are you a solo parent?

☐ YES ☒ NO

If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
MS. MYRA B. SALVE	CANRAMOS, TANAUAN, LEYTE	9364947325
HON. PRECIOUS MAE DUMA	PAGO, TANAUAN, LEYTE	9852859466
JOHN HUMPHREY E. HERBON, LPT	MAGLIPAY, SULAT, EASTERN SAMAR	9665280720



PHOTO

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: PRC ID

ID/License/Passport No.: 2204939

Date/Place of Issuance: JULY 4, 2024 TACLOBAN CITY

Signature (Sign inside the box)

MAR 05 2025

Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this MAR 05 2025 at TACLOBAN CITY by JOHN HUMPHREY E. HERBON, LPT in his/her validly issued government ID as indicated above.

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Series of 2025

For Tacloban City and Province of Leyte
Notarial Commission No. 2025-02-77
Roll of Attorney's No. 75343; 07/24/2020
ISPOR No. 469416; 09/27/2024; Leyte
PTR No. 1582478; 01/02/2025; Tacloban City
MCLE Compliance No. VATA000878; 04/14/2028
Unit 5, P.I. India Arcade, Brgy. 59
Pioas Segalhan, Tacloban City