

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 (☐) and 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	BRITENIA		
FIRST NAME	KAYZEIL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LUMBRE		
3. DATE OF BIRTH (mm/dd/yyyy)	JANUARY 22, 1993	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 type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
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:		
7. HEIGHT (m)	1.46m	17. RESIDENTIAL ADDRESS	BLK. 13 LT. 16 SAGKAHAN BLISS House/Block/Lot No. Street KADUNGGANAN VILLAGE 62-A Subdivision/Village Barangay TACLOBAN LEYTE City/Municipality Province
8. WEIGHT (kg)	47.8kg	ZIP CODE	6500
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	BLK. 13 LT. 16 SAGKAHAN BLISS House/Block/Lot No. Street KADUNGGANAN VILLAGE 62-A Subdivision/Village Barangay TACLOBAN LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6500
11. PAG-IBIG ID NO.	1211-7648-7097		
12. PHILHEALTH NO.	1305020992864		
13. SSS NO.	34-6103083-6	19. TELEPHONE NO.	N/A
14. TIN NO.	345-890-152	20. MOBILE NO.	09665449127/09104368715
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	briteniakayzeil21@gmail.com

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
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	BRITENIA			
FIRST NAME	BENJAMIN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	LAGARTO			
25. MOTHER'S MAIDEN NAME				
SURNAME	LUMBRE			
FIRST NAME	REBECCA			
MIDDLE NAME	BERMUDO		(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	SAGKAHAN ELEMENTARY SCHOOL				GRADUATED	2007	WITH HONORS
SECONDARY	SAKAHAN ELEMENTARY SCHOOL				GRADUATED	2011	WITH HONORS
VOCATIONAL / TRADE COURSE	DIPLOMA IN TEACHING SECONDARY	BACHELOR OF SECONDARY EDUCATION MAJOR IN SOCIAL STUDIES			UNIT EARNER	CURRENT	DEAN'S LISTER
COLLEGE	SAINT PAUL SCHOOL BUSINESS AND LAW	BACHELOR OF SCIENCE IN COMMERCE MAJOR IN MANAGEMENT ACCOUNTING	06/13/2015	05/23/2019	GRADUATED	2015	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	AUGUST 31, 2022
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IV. CIVIL SERVICE ELIGIBILITY									
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[illegible]

(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.

Include private employment. Start from your recent work. Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE

DATE

AUGUST 31, 2022

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	COMPUTER LITERATE (MS WORD, EXCEL, PPT)	N/A		N/A
	PLAYING UKELELE	N/A		N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	AUGUST 31, 2022
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
EDU FLASEDO P. CAGUICLA	TACLOBAN CITY	9687218051
JAYSON P. ASIS	TACLOBAN CITY	9162265197
ERILYN B. MONZALES	TACLOBAN CITY	9606615104

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.



KAYZEL L. BRITENIA

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:	PRC ID
ID/License/Passport No.:	1890417
Date/Place of Issuance:	01/31/22 TACLOBAN CITY

Signature (Sign inside the box)
AUGUST 31, 2022
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