

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	Magallon						
FIRST NAME	Yvonn Kyla					NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	Villasan						
3. DATE OF BIRTH (mm/dd/yyyy)	07/07/1999	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:				
4. PLACE OF BIRTH	Pastrana, Leyte	If holder of dual citizenship, please indicate the details.					
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:	17. RESIDENTIAL ADDRESS	Zone IV				
7. HEIGHT (m)	1.48	ZIP CODE	House/Block/Lot No.		Street		
8. WEIGHT (kg)	50		Subdivision/Village		Bahay		
9. BLOOD TYPE	B+		Pastrana		Leyte		
10. GSIS ID NO.	N/A		City/Municipality		Province		
11. PAG-IBIG ID NO.	121326794174		6514				
12. PHILHEALTH NO.	13-250848295-0	18. PERMANENT ADDRESS	Zone IV				
13. SSS NO.	06-4496348-0	ZIP CODE	House/Block/Lot No.		Street		
14. TIN NO.	635-432-118-00000		Subdivision/Village		Bahay		
15. AGENCY EMPLOYEE NO.	N/A		Pastrana		Leyte		
19. TELEPHONE NO.			City/Municipality		Province		
20. MOBILE NO.			6514				
21. E-MAIL ADDRESS (if any)	yvonn.magallon@vsu.edu.ph						

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		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	Magallon		N/A	N/A
FIRST NAME	Rogelio	NAME EXTENSION (JR., SR) N/A	N/A	N/A
MIDDLE NAME	Tado		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	Villasan		N/A	N/A
FIRST NAME	Luciña		N/A	N/A
MIDDLE NAME	Bariñan		(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	Bahay Elementary School	Primary Education	From 2005	To 2011	N/A	2011	First Honors
SECONDARY	Juan Villablanca Memorial High School	High School and Senior High School	2011	2018	N/A	2018	With High Honors
VOCATIONAL / TRADE COURSE	Leyte Academic Center	Software Development	2016	2017	N/A	2017	Certificate of Training
COLLEGE	Eastern Visayas State University	Bachelor of Science in Information Technology	2018	2022	N/A	2022	Cum Laude
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A
(Continue on separate sheet if necessary)							
SIGNATURE		DATE		01/10/2025			

IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/10/2025
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)


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			
	Special Program for Employment of Students	05/07/2018	06/04/2018	160	Supervisory	Department of Labor and Employment
	Special Program for Employment of Students	06/28/2021	07/26/2021	160	Supervisory	Department of Labor and Employment
	Python Essentials Programming	09/23/2021	10/01/2021	30	Technical	Department of Information and Communications Technology
	Data-Driven Governance	04/04/2022	04/08/2022	20	Supervisory	Department of Information and Communications Technology

(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)
	Graphic Designing	N/A		N/A
	Video Editing	N/A		N/A
	Public Speaking	N/A		N/A
	Writing	N/A		N/A
	Painting	N/A		N/A
	Calligraphy	N/A		N/A
	Programming	N/A		N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	1/10/2025
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, chief of bureau or office or to the person who has immediate supervision over you in the 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

a. Are you a member of any indigenous group?

b. Are you a person with disability?

c. Are you a solo parent?

☐ YES
☒ NO

If YES, please specify:

☐ YES
☒ NO

If YES, please specify ID No:

☐ YES
☒ NO

If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
Raymond M. Daylo	Eastern Visayas State University	raymond.daylo@evs u.edu.ph
Alejo Oganía	MICP ICT	alejo.oganía@prc.go v.ph
Sr. Mildred Cruza, OSF	St. Joseph High School of Dagami, Inc.	09171806805

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.



PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date

Government Issued ID: **Philippine Identification Card**

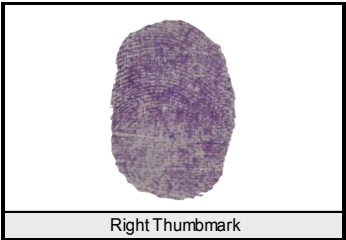
ID/License/Passport No.: **3019-2372-6184-5049**

Date/Place of Issuance: **05/14/2022**

Signature (Sign inside the box)

1/10/2025

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