

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	SAGLIBA		
FIRST NAME	FELJUN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	DUMAPIAS		
3. DATE OF BIRTH (mm/dd/yyyy)	6/3/1998	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	CARMEN, BOHOL		
5. SEX	<input checked="" type="checkbox"/> Male <input 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 ZIP CODE	<div>House/Block/Lot No. Street</div> <div>PUROK 7 , SITIO SAN ROQUE STO. NIÑO</div> <div>Subdivision/Village Barangay</div> <div>ORMOC LEYTE</div> <div>City/Municipality Province</div> <div>6541</div>
7. HEIGHT (m)	1.7		
8. WEIGHT (kg)	60		
9. BLOOD TYPE	B+		
10. GSIS ID NO.			
11. PAG-IBIG ID NO.	1212-6657-2684	18. PERMANENT ADDRESS ZIP CODE	<div>House/Block/Lot No. Street</div> <div>PUROK 7 , SITIO SAN ROQUE STO. NIÑO</div> <div>Subdivision/Village Barangay</div> <div>ORMOC LEYTE</div> <div>City/Municipality Province</div> <div>6541</div>
12. PHILHEALTH NO.	13-202633738-4		
13. SSS NO.			
14. TIN NO.	362-654-089		
15. AGENCY EMPLOYEE NO.			
		19. TELEPHONE NO.	
		20. MOBILE NO.	+63955-139-6047
		21. E-MAIL ADDRESS (if any)	saglibafeljun360@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	NAME EXTENSION (JR., SR)		
	MIDDLE NAME			
OCCUPATION			N/A	
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	SAGLIBA			
	FIRST NAME	FLORENCIO NAME EXTENSION (JR., SR)		
	MIDDLE NAME	BUAGAS		
25. MOTHER'S MAIDEN NAME				
	SURNAME	DUMAPIAS		
	FIRST NAME	MARCELINA		
	MIDDLE NAME	IGAGAMAO	(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	NUEVA VIDA ESTE ELEMENTARY SCHOOL	ELEMENTARY	2004	2010	Graduated	2010	VALEDICTORI AN
SECONDARY	FRANCISCO L. ADLAON HIGH SCHOOL	HIGH SCHOOL	2010	2014	Graduated	2014	VALEDICTO RIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY -MAIN CAMPUS	BACHELOR OF SCIENCE IN GEODETIC ENGINEERING	2014	2019	Graduated	2019	DOST (RA 7687)
GRADUATE STUDIES	WESTERN LEYTE COLLEGE	JURIS DOCTOR	2020	DATE	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 21, 2021
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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
	GEODETIC ENGINEERING LICENSURE EXAM		10/23/2019	TONDO, MANILA	10782	11/18/2019
	CIVIL SERVICE EXAM (PROFESSIONAL)		2/18/2018	NEW ORMOC CITY NATIONAL HIGH SCHOOL		
(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	GOV'T SERVICE (Y/ N)
	From	To						
	9/1/2021	Present	PART-TIME INSTRUCTOR	VISAYAS STATE UNIVERSITY	N/A	P156/hr	Contractual	Y
	3/1/2021	8/31/2021	GEODETIC ENGINEER	DEPARTMENT OF AGRARIAN REFORM ORMOC-4	P50,000		Project Based	Y
	1/7/2020	2/28/2021	ADMINISTRATIVE AIDE I	TAX MAPPING DIVISION, ASSESSORS OFFICE		SG 1	CASUAL	Y
	1/19/2019	5/19/2019	SURVEY TEAM LEADER	ARCTIERRA SURVEYING AND CONSTRUCTION	N/A	N/A	OJT	N
(Continue on separate sheet if necessary)								
SIGNATURE					DATE	10/21/2021		

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		
	GEODETIC ENGINEERS OF THE PHILIPPINES-REGION 8 CHAPTER	3/2/2020	DATE	N/A	MEMBER
	GEODETIC ENGINEERS OF THE PHILIPPINES INCORPORATED	3/2/2020	DATE	N/A	MEMBER
	XXX-NOTHING FOLLOWS XXX				

(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			
	37th Visayas Area Assembly "ADAPTATION & INNOVATION: RISING ABOVE CHALLENGES OF THE NEW NORMAL"	11/5/2021	11/5/2021	8	Professional	GEP R8
	ISO 9001:2015 AWARENESS/RE-AWARENESS WEBINAR	9/13/2021	9/13/2021	3	Quality	VISAYAS STATE UNIVERSITY
	CASCADING ON REVISED RULES AND PROCEDURES FOR THE PARCELIZATION AND AR CASES PROCESSES	6/29/2021	6/29/2021	8	Technical	DEPARTMENT OF AGRARIAN REFORM-LEYTE PROVINCIAL OFFICE
	PROJECT SPLIT MONTHLY ASSESSMENT CUM REVIEW AND EVALUATION OF LAND DISTRIBUTION FOLDER (LDF) PREPARATION	6/25/2021	6/25/2021	8	Technical	DEPARTMENT OF AGRARIAN REFORM-LEYTE PROVINCIAL OFFICE
	TRAINING ON FVT'S ON ENVIRONMENTAL AND SOCIAL SAFEGUARD OPERATIONS AND TECHNICAL ASSISTANCE IN UTILIZING SAFEGUARD OPERATIONS AND TECHNICAL ASSISTANCE IN UTILIZING FFS TOOLS IN THE CONDUCT OF FIELD EVALUATION	6/24/2021	6/24/2021	8	Technical	DEPARTMENT OF AGRARIAN REFORM-LEYTE PROVINCIAL OFFICE
	SEMINAR-WORKSHOP ON TAX MAPPING FOR GENERAL REVISION IMPLEMENTATION	7/15/2020	7/17/2020	24	Technical	Bureau of Local Government and Finance - R8
	BASIC SURVEYING PRACTICE, p-ETD & E-SURVEY APPLICATION	9/20/2019	9/21/2019	16	Technical	Geodetic Engineers of the Philippines - NCR
	GEODETIC ENGINEERING STUDENT CONFERENCE 2019	4/8/2019	9/9/2019	16	Professional	UP GE CLUB
	GEODETIC ENGINEERING STUDENT CONFERENCE 2018	4/16/2018	4/17/2018	16	Professional	UP GE CLUB

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	COMPUTER PROGRAMMING (PYTHON)				
	NMAX SOFTWARE OPERATIONS				
	2D CAD OPERATIONS				
	GIS OPERATIONS				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	10/21/2021
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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)?

☐ YES

☒ NO

☐ YES

☒ 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?

☐ YES

☒ NO

If YES, give details:

☐ 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)?

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: _____

☐ 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?

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 specifv ID No: _____

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

NAME	ADDRESS	TEL. NO.
Engr. Ledita B. Alterado	Cogon Combado, Ormoc City	09954391360
Engr. Eulalio C. Colubio	Sta. Cruz, Baybay City	09175745440
Engr. Kristine Arcuino	District 26, Ormoc City	09166480283

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/License/Passport No.: 10782

Date/Place of Issuance: 11/18/2019 ORMOC CITY

Signature (Sign inside the box)

10/21/2021

Date Accomplished

ID picture taken within the last 6 months
3.5 cm. X 4.5 cm (passport size)

With full and handwritten name tag and signature over printed name

Computer generated or photocopied picture is not acceptable

PHOTO

Right Thumbmark

SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath

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