

# 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	GONZAGA		
FIRST NAME	JEMBOY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	GLORIA		
3. DATE OF BIRTH (mm/dd/yyyy)	12/11/1998	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	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
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	N/A ZONE-1 House/Block/Lot No. Street N/A PATAG Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
7. HEIGHT (m)	5'6	18. PERMANENT ADDRESS	N/A ZONE-1 House/Block/Lot No. Street N/A PATAG Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
8. WEIGHT (kg)	59		
9. BLOOD TYPE	N/A		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	1212-5987-8060		
12. PHILHEALTH NO.	13-252760244-4		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	752-600-125	20. MOBILE NO.	09352450831
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	<a href="mailto:jgg.gonzaga99@gmail.com">jgg.gonzaga99@gmail.com</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
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	GONZAGA		N/A	N/A
FIRST NAME	JESUS	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	GOFREDO		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	GLORIA		N/A	N/A
FIRST NAME	LAIDA		N/A	N/A
MIDDLE NAME	SAMSON		(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	PATAG ELEMENTARY SCHOOL	N/A	6/4/2005	3/31/2011	N/A	2011	N/A
SECONDARY	BUNGA NATIONAL HIGH SCHOOL	N/A	6/11/2011	3/27/2015	N/A	2015	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRICULTURE-MAJOR IN PLANT PROTECTION (ENTOMOLOGY)	6/13/2015	6/14/2019	N/A	2019	4th Youth Empowerment through
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	February 16, 2022
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#### IV. CIVIL SERVICE ELIGIBILITY

[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.*

[illegible]

*(Continue on separate sheet if necessary)*

SIGNATURE		DATE	02/16/2022
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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			
	PATAG 4H-CLUB ORGANIZATION	10/15/2017	5/7/2021	8.0	PRESIDENT	
	BRGY. PATAG, BAYBAY CITY, LEYTE					
(Continue on separate sheet if necessary)						
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			
	National Certificate III in Agricultural Crops Production	5/29/2017	6/2/2017	8.0	Technical	Technical Education and Skills Development Authority & Agricultural Training Institute- Regional
	Asexual Plant Propagation and Landscaping for the Youth	5/29/2017	6/2/2017	8.0	Managerial	Agricultural Training Institute- Regional Training Center VIII
	Palayamanan Mindsetting and Team Building of 4H- Scholars	12/15/2016	12/15/2016	8.0	Managerial	Agricultural Training Institute- Regional Training Center VIII
	Training on Sustainable Agriculture	8/6/2019	8/8/2019	8.0	Managerial	Agricultural Training Institute- Regional Training Center VIII
	Capability Building for 4H Scholars: Training on Aquaponics Technology	12/12/2018	12/16/2018	8.0	Managerial	Agricultural Training Institute- Regional Training Center VIII
	Value for Money: Shopping for Health	6/14/2016	6/16/2016	8.0	Managerial	Agricultural Training Institute- Regional Training Center VIII
	31st Joint ViCARP-RRDEN Regional RDE Symposium & 1st Regional PhilARM Convention	11/26/2019	11/27/2019	8.0	Supervisory	Research Development and Extension
	4H Explorers Camp: Adventure to Learning and Earning	4/25/2017	4/27/2017	8.0	Managerial	Agricultural Training Institute- Regional Training Center VIII
	Training on Grafting	4/24/2018	4/24/2018	8.0	Technical	Horticulture
	Microbial- Induced Mobilization of Micronutrients in Soil for Increased Yield and Improved Nutritional Quality of Sweet Potato and Purple Yam	3/20/2018	3/20/2018	8.0	Managerial	Philippine Root Crop Research and Training Center
(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)	
	Basic Computer Skills	N/A			President of Patag 4H-Club Organization	
	Analytical Skills					
	Time-Management Skills					
	Creative Writing Skills					
	Photo and Video Editing Skills					
	Loves reading informative books and references					
(Continue on separate sheet if necessary)						
SIGNATURE					DATE	02/16/2022

<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>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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>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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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); and (c) Solo Parents Welfare Act of 2000 (RA 8972), 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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> 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%;">ADDRESS</th> <th style="width: 20%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td><b>Sopio C. Rim Jr.</b></td> <td><b>Baybay City, Leyte</b></td> <td><b>9056223233</b></td> </tr> <tr> <td><b>Melinda P. Petalcorin</b></td> <td><b>Brgy. Patag, Baybay City, Leyte</b></td> <td><b>9498895469</b></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	<b>Sopio C. Rim Jr.</b>	<b>Baybay City, Leyte</b>	<b>9056223233</b>	<b>Melinda P. Petalcorin</b>	<b>Brgy. Patag, Baybay City, Leyte</b>	<b>9498895469</b>			
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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>													
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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; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													

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

Computer generated or photocopied picture is not acceptable

PHOTO

Right Thumbmark