

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 fill up. For CSC use only.**

I. PERSONAL INFORMATION

2. SURNAME	ALMIANO		
FIRST NAME	EDLYN	NAME EXTENSION (LR, SR)	
MIDDLE NAME	MANGANTILAO		
3. DATE OF BIRTH (mm/dd/yyyy)	8/26/1998	16. CITIZENSHIP	Pls. indicate country:
4. PLACE OF BIRTH	DULAG, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX			
6. CIVIL STATUS		17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	56	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	150		BARBO
9. BLOOD TYPE	O		Subdivision/Village Barangay
10. GSIS ID NO.	N/A		DULAG LEYTE
11. PAGIBIG ID NO.	N/A	18. PERMANENT ADDRESS	City/Municipality Province
12. PHILHEALTH NO.	130255490568	ZIP CODE	6505
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	381-710-884-000	20. MOBILE NO.	099773239693
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	edlynalmiano@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 (LR, SR)	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	ALMIANO			
FIRST NAME	CRISPOLO	NAME EXTENSION (LR, SR)		
MIDDLE NAME	ADVINCULA			
25. MOTHER'S MAIDEN NAME				
SURNAME	MANGANTILAO			
FIRST NAME	AIDA			
MIDDLE NAME	SUMAYOD			

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	DULAG CENTRAL SCHOOL	ELEMENTARY	2008	2011	N/A	2008-2011	WITH HONOR
SECONDARY	DULAG NATIONAL HIGH SCHOOL	HIGH SCHOOL	2011	2015	N/A	2011-2015	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY TACLOBAN CITY	BACHELOR OF SECONDARY EDUCATION MAJOR IN MAPEH	2015	2019	N/A	2015-2019	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


[illegible]

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

[illegible]

<i>SIGNATURE</i>		<i>DATE</i>	
------------------	--	-------------	--

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			
(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			
	Fitness Enhancement Program	8/21/2015	8/28/2015		Organizational	Physical Education Department
	Civil Welfare Training Program	4/2/2016	4/2/2016		Supervisory	NSTP
	"Pagkaurusa Para Han Paguswag Han Kada Usa"	9/11/2016	9/11/2016		Organizational	Physical Education Department
	Human Rights and Climate Justice	10/6/2017	10/6/2017		Supervisory	Humanities Department
	Pre-Service Teachers Assessment Manual and Portfolio	8/16/2018	8/20/2018		Managerial	Student Interns Federation
	"Pasikatan Research Congress 2018"	12/1/2018	12/1/2018		Managerial	Student Interns Federation
	Provincial Training PhilSys Pre-Registration	9/28/2020	9/30/2020		Managerial	Philippine Statistics Authority
	NCCA 2020 Research Colloquium "Salikultura Research Methodologies"	10/2/2020	10/2/2020		Organizational	National Commission For Culture And The Arts
	"Classroom Management in the Online World: Proper Netiquette in the Teaching and Learning Process"	2/4/2021	2/4/2021	(2) hours	Organizational	Department of Information and Communications Technology
	"Originality Check Using Online Plagiarism Tools"	2/4/2021	2/4/2021	(2) hours	Organizational	Department of Information and Communications Technology
	"Advanced MS Excel Functions, Tips and Tricks"	2/3/2021	2/5/2021		Organizational	Department of Information and Communications Technology
	"Creating Surveys and Assessment Tools Using Google Forms and other Online"	2/3/2021	2/3/2021		Organizational	Department of Information and Communications Technology
	"Philippine National Public Key Infrastructure" (PNPKI)	2/5/2021	2/5/2021	(2) hours	Organizational	Department of Information and Communications Technology
	"Cybersecurity Awareness and Data Privacy"	2/5/2021	2/5/2021	(2) hours	Organizational	Department of Information and Communications Technology
(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)		
	Dancing	Cum Laude		FPEG		
	Singing	Performing Arts Awardee		ARTS GUILD		
	Playing Sports (Volleyball, Badminton)					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE		

34. Are you related by consanguinity or affinity to the appointing or recommending chief of bureau or office or to the person who has immediate supervision over Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	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?	If YES, give details: _____ 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?	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?	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?	If YES, give details: _____ If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?	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) a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	If YES, please specify: _____ If YES, please specify ID No: _____ If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
Prof. Jerry E. Mores	Tacloban, City	9975200360
Prof. Jb Badion	Tacloban, City	9268223226
Mrs. Jean D. Renomeron	Dulag, Leyte	9123713012
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: Voter's Certification Number ID/License/Passport No. 37180026BH2698EMA10000-0 Date/Place of Issuance: 10-04-2019/DULAG, LEYTE	<div style="border: 1px solid black; height: 80px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; padding: 2px; text-align: center;">Signature (Sign inside the box)</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">Date Accomplished</div>	<div style="text-align: center;">  EDWIN M. ALMIANO PHOTO </div> <div style="border: 1px solid black; height: 100px; margin-top: 20px;"></div> <div style="border: 1px solid black; padding: 2px; text-align: center;">Right Thumbmark</div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div style="border: 1px solid black; width: 300px; height: 60px; margin: 0 auto;"></div> <div style="border: 1px solid black; padding: 5px; text-align: center; width: 300px; margin: 0 auto;">Person Administering Oath</div>		

Yes/No	Cstat	Gender
Yes	Single	Male
No	Married	Female
	Separated	
	Widowed	