

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	GANTALA		
FIRST NAME	NOVELLIE		NAME EXTENSION (JR., SR)
MIDDLE NAME	LAMO		
3. DATE OF BIRTH (mm/dd/yyyy)	11/11/1989	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input checked="" type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	SOGOD, SOUTHERN 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	House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ HILONGOS LEYTE City/Municipality _____ Province _____ ZIP CODE 6524
7. HEIGHT (m)		18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ HILONGOS LEYTE City/Municipality _____ Province _____ ZIP CODE 6524
8. WEIGHT (kg)	51	19. TELEPHONE NO.	
9. BLOOD TYPE	B	20. MOBILE NO.	0916 622 7193/ 0942 791 3307
10. GSIS ID NO.		21. E-MAIL ADDRESS (if any)	lovegantala@gmail.com
11. PAG-IBIG ID NO.	121268614823		
12. PHILHEALTH NO.			
13. SSS NO.			
14. TIN NO.			
15. AGENCY EMPLOYEE NO.			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)		JUNNEL NOE G. CABARDO	11/30/2010
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	GANTALA			
FIRST NAME	SOLOMON	NAME EXTENSION (JR., SR)		
MIDDLE NAME	LOLO			
25. MOTHER'S MAIDEN NAME	LAMO			
SURNAME	GANTALA			
FIRST NAME	VICTORIA			
MIDDLE NAME	CENIZA			

(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	HILONGOS SOUTH CENTRAL SCHOOL	ELEMENTARY GRADUATE	01/06/1996	30/03/2002		2002	
SECONDARY	HILONGOS NATIONAL VOCATIONAL SCHOOL	SECONDARY GRADUATE	01/06/2002	30/03/2006		2006	
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN CIVIL ENGINEERING	01/06/2013	01/06/2019		2019	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	07/16/2021
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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


(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	07/16/2021
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED <i>(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)</i>	
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VIII. OTHER INFORMATION

31. SPECIAL SKILLS and	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION
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AUTOCAD AND SKETCH		
UP LITERATE		
COOKING		

SIGNATURE		DATE	07/16/2021
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[Signature]

07/16/2021

34.	Are you related by consanguinity or affinity 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,	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES <input type="checkbox"/> YES </div> <div> <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/> NO </div> </div> 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?	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES If YES, give details: _____ _____ </div> <div> <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES If YES, give details: _____ _____ </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div>Date Filed: _____</div> <div>Status of Case/s: _____</div> </div>	
36.	Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES If YES, give details: _____ _____ </div> <div> <input checked="" type="checkbox"/> NO </div> </div>	
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	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES If YES, give details: _____ _____ </div> <div> <input checked="" type="checkbox"/> NO </div> </div>	
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?	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES If YES, give details: _____ _____ </div> <div> <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES If YES, give details: _____ _____ </div> </div>	
39.	Have you acquired the status of an immigrant or permanent resident of another country?	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES If YES, give details (country): _____ _____ </div> <div> <input checked="" type="checkbox"/> NO </div> </div>	
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?	<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> YES If YES, please specify: _____ <input type="checkbox"/> YES If YES, please specify ID No: _____ <input type="checkbox"/> YES If YES, please specify ID No: _____ </div> <div> <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/> NO <input checked="" type="checkbox"/> NO </div> </div>	
41.	REFERENCES (Person not related by consanguinity or affinity to applicant (appointee))		
	NAME	ADDRESS	TEL. NO.
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.		
	<div style="border: 1px solid black; padding: 2px;"> Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE Government Issued ID: VIN: 3719-0155A-K1189NLG200 ID/License/Passport No.: Date/Place of Issuance: HILONGOS, LE </div>	<div style="border: 1px solid black; padding: 2px; text-align: center;"> Signature (Sign inside the box) 07/16/2021 Date Accomplished </div>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> NOVELLIE C. SANTALA PHOTO </div> <div style="border: 1px solid black; padding: 5px;"> 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: 100%; height: 30px; margin: 0 auto;"></div> Person Administering Oath			