

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.**

LCS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	GARCES		
FIRST NAME	JORGE		NAME EXTENSION (JR., SR)
MIDDLE NAME	GALOS		
3. DATE OF BIRTH (mm/dd/yyyy)	2/15/2001	16. CITIZENSHIP	FILIPINO
4. PLACE OF BIRTH	ANTIPOLO CITY	If holder of dual citizenship, please indicate the details.	Pls. indicate country:
5. SEX	MALE		
6. CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	00027 TOMAS OPPUS House/Block/Lot No Street PUROK SANTAN TAGNIPA Subdivision/Village Barangay MAASIN SOUTHERN LEYTE City/Municipality Province
7. HEIGHT (m)	1.615	ZIP CODE	6600
8. WEIGHT (kg)	55		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	00027 TOMAS OPPUS House/Block/Lot No Street PUROK SANTAN TAGNIPA Subdivision/Village Barangay MAASIN SOUTHERN LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6600
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	03-250152181-6	19. TELEPHONE NO.	N/A
13. SSS NO.	N/A	20. MOBILE NO.	09619675725
14. TIN NO.	602-567-235-00000	21. E-MAIL ADDRESS (if any)	Jorgecuber26@gmail.com
15. EMPLOYEE NO.	N/A		

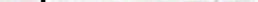
II. FAMILY BACKGROUND

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.)	
	MIDDLE NAME	N/A		
	OCCUPATION	N/A		
	EMPLOYER/BUSINESS NAME	N/A		
	BUSINESS ADDRESS	N/A		
	TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	GARCES			
	FIRST NAME	MARCELO	NAME EXTENSION (JR., SR.)	
	MIDDLE NAME	JAVIER		
25. MOTHER'S MAIDEN NAME				
	SURNAME	GALOS		
	FIRST NAME	JOSEPHINE		
	MIDDLE NAME	BALAWANG		(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	MAASIN CENTRAL SCHOOL	ELEMENTARY	6/1/2007	4/1/2013		2013	NONE
	SECONDARY	MAASIN CITY NATIONAL HIGH SCHOOL	SENIOR HIGH SCHOOL	6/1/2013	4/1/2019		2019	NONE
	VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
	COLLEGE	SOUTHERN LEYTE STATE UNIVERSITY - MAASIN CITY CAMPUS	BACHELOR OF PUBLIC ADMINISTRATION	8/7/2019	6/2/2025		2025	MAGNA CUM LAUDE
	GRADUATE STUDIES	N/A	N/A	N/A	N/A		N/A	N/A


(Continue on separate sheet if necessary)

SIGNATURE	DATE
	06/18/2025

[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	
			

[illegible]

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)

(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)
LEADERSHIP	PEACE AND ORDER SECRETARY	SUPREME STUDENT COUNCIL
SONG WRITING	WINNER OF PUBLIC ADMINISTRATION GOT TALENT 2025	CIRCLE OF PUBLIC ADMINISTRATION STUDENT
QUIZBEE	QUIZBEE CHAMPION PUBLIC ADMINISTRATION DAY 2023	CIRCLE OF PUBLIC ADMINISTRATION STUDENT

(Continue on separate sheet if necessary)

06/18/2021

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)?

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), 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?

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.
MARIA RISA JEAN PASCULADO, MPA	COMBADO, MAASIN CITY	09854575814
ABIGAIL DACLAN PALERMO	TAGNIPA, MAASIN CITY	09176323264

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

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 of Issuance

Government Issued ID: NATIONAL ID

ID/License/Passport No.: 2784-3563-9467-5173

Date/Place of Issuance: 03/18/2023

Signature (Sign inside the box)

06/18/2025

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this

, affiant exhibiting his/her validly issued government ID as indicated above.

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Series of 124

ATTY. DAEL C. PEREZ T. GERONG
Public Attorney II
Pursuant to R.A. 9406
Person Administering Oath