

PERSONAL DATA SHEET

Print legibly. Mark appropriate boxes ☐ with "✓" and use separate sheet if necessary.

1. CS ID No.

(to be filled up by CSC)

I. PERSONAL INFORMATION

2. SURNAME	L O R E T O		16. RESIDENTIAL ADDRESS	EMILIO JACINTO ST. POBLACION ZONE 21 BAYBAY CITY, LEYTE
FIRST NAME	V I A N I		17. TELEPHONE NO.	
MIDDLE NAME	C I A I M I A I N I D I O N I A I		18. PERMANENT ADDRESS	EMILIO JACINTO ST. POBLACION ZONE 21 BAYBAY CITY, LEYTE
3. NAME EXTENSION (e.g. Jr., Sr.)			19. TELEPHONE NO.	
4. DATE OF BIRTH (mm/dd/yyyy)	03 / 07 / 2001		20. E-MAIL ADDRESS (if any)	vcloredo01@gmail.com
5. PLACE OF BIRTH	BAYBAY CITY, LEYTE		21. CELLPHONE NO. (if any)	09700683183
6. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		22. AGENCY EMPLOYEE NO.	
7. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____		23. TIN	359521560000
8. CITIZENSHIP	FILIPINO			
9. HEIGHT (m)	1.59 m			
10. WEIGHT (kg)	60 kg			
11. BLOOD TYPE	A			
12. GSIS ID NO.				
13. PAG-IBIG ID NO.	121302901246			
14. PHILHEALTH NO.	132503658252			
15. SSS NO.	0694017501			

II. FAMILY BACKGROUND

24. SPOUSE'S SURNAME	25. NAME OF CHILD (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME		/ /
MIDDLE NAME		/ /
OCCUPATION		/ /
EMPLOYER/BUS. NAME		/ /
BUSINESS ADDRESS		/ /
TELEPHONE NO.		/ /
(Continue on separate sheet if necessary)		
26. FATHER'S SURNAME		/ /
FIRST NAME		/ /
MIDDLE NAME		/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME		/ /
FIRST NAME		/ /
MIDDLE NAME		/ /
(Continue on separate sheet if necessary)		

III. EDUCATIONAL BACKGROUND

28. LEVEL	NAME OF SCHOOL (Write in full)	DEGREE COURSE (Write in full)	YEAR GRADUATED (if graduated)	HIGHEST GRADE/ LEVEL/ UNITS EARNED (if not graduated)	INCLUSIVE DATES OF ATTENDANCE		SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
					From	To	
ELEMENTARY	PRES. CARLOS P. GARCIA ELEMENTARY SCHOOL		2013		2007	2013	
SECONDARY	ENGLISH CHRISTIAN ACADEMY	HUMANITIES AND SOCIAL SCIENCES	2019		2017	2019	CLASS Valedictorian
VOCATIONAL / TRADE COURSE							
COLLEGE	POLYTECHNIC UNIVERSITY OF THE PHILIPPINES	BACHELOR OF ARTS IN ENGLISH LITERATURE STUDIES	2023		2019	2023	MAGNA CUM LAUDE
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

IV. CIVIL SERVICE ELIGIBILITY

29. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE	RATING	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	DATE OF RELEASE

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE (Include private employment. Start from your current work)

30. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full)	MONTHLY SALARY	SALARY GRADE & STEP INCREMENT (Format "00-0")	STATUS OF APPOINTMENT	GOVT SERVICE (Yes / No)
From	To						
08/1/22	10/14/23	Customer Service Representative	Alorica Cubao	P25,000			No
09/7/20	08/9/21	Assistant Bookkeeper	Savernet's Marketing	P12,000			No
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(Continue on separate sheet if necessary)

36. Are you related by consanguinity or affinity to any of the following :

a. Within the third degree (for National Government Employees):
appointing authority, recommending authority, chief of office/bureau/department or person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed?

☐ YES ☒ NO
If YES, give details: _____

b. Within the fourth degree (for Local Government Employees):
appointing authority or recommending authority where you will be appointed?

☐ YES ☒ NO
If YES, give details: _____

37. a. Have you ever been formally charged?

☐ YES ☒ NO
If YES, give details: _____

b. Have you ever been guilty of any administrative offense?

☐ YES ☒ NO
If YES, give details: _____

38. 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: _____

39. 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, AWOL or phased out, in the public or private sector?

☐ YES ☒ NO
If YES, give details: _____

40. Have you ever been a candidate in a national or local election (except Barangay election)?

☐ YES ☒ NO
If YES, give details: _____

41. 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?

☐ YES ☒ NO
If YES, please specify: _____

b. Are you differently abled?

☐ YES ☒ NO
If YES, please specify: _____

c. Are you a solo parent?

☐ YES ☒ NO
If YES, please specify: _____

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

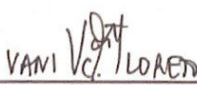
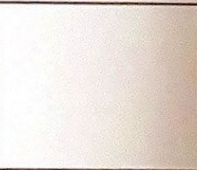
NAME	ADDRESS	TEL. NO.
Regine Guevarra	14th Ave Soccoro Cubao Q.C.	09270398757
Jameah Althea Abellara	Parang Marikina City, NCR	09263110316
Cheryl Coronel	Novaliches Quezon City	09090336919

43. I declare under oath that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.

I also authorize the agency head / authorized representative to verify / validate the contents stated herein. I trust that this information shall remain confidential.



PHOTO

COMMUNITY TAX CERTIFICATE NO.	 SIGNATURE (Sign inside the box)	 RIGHT THUMBMARK	
ISSUED AT			12/19/2023
ISSUED ON (mm/dd/yyyy)			DATE ACCOMPLISHED