

## 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	REYES		
FIRST NAME	JOSE ENRIQUE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ECONAS		
3. DATE OF BIRTH (mm/dd/yyyy)	03/12/2003	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	TABUNOK, TALISAY CITY, CEBU	If holder of dual citizenship, please indicate the details.	
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	MOLAVE MEN'S HALL VisCA House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.66	ZIP CODE	6521
8. WEIGHT (kg)	64		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	0223 House/Block/Lot No. Street ILANG-ILANG SAN ROQUE Subdivision/Village Barangay TALISAY CITY CEBU City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6045
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A	19. TELEPHONE NO.	N/A
13. SSS NO.	N/A	20. MOBILE NO.	09955146833
14. TIN NO.	N/A	21. E-MAIL ADDRESS (if any)	gotengbatute@gmail.com
15. AGENCY 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)	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	REYES		JOHN WILLIAM E. REYES	05/21/1999
FIRST NAME	WILLIAM	JR.	JOSE ENRIQUE E. REYES	03/12/2003
MIDDLE NAME	LIM		LUISA MAY E. REYES	05/19/2004
25. MOTHER'S MAIDEN NAME				
SURNAME	ECONAS			
FIRST NAME	LUZVIMINDA			
MIDDLE NAME	IBONALO		(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	SAN ROQUE ELEMENTARY SCHOOL		2009	2015		2015	2ND HONORABLE MENTION
SECONDARY	CEBU CITY NATIONAL SCIENCE HIGH SCHOOL		2015	2021		2021	WITH HIGH HONORS
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE UNIVERSITY		2021	2025		2025	SUMMA CUM LAUDE
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	07/17/2025
-----------	---	------	------------

#### 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)**

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	

## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

*(Continue on separate sheet if necessary)*

[illegible][illegible]

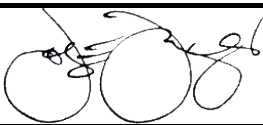
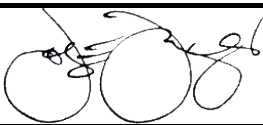
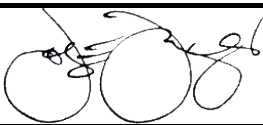

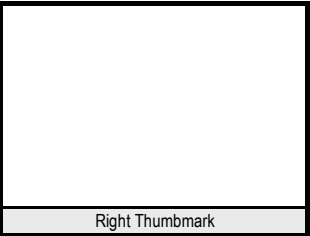

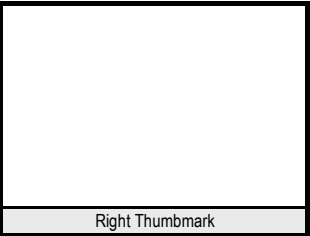

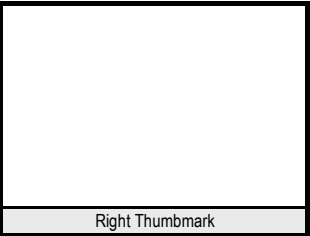
(Continue on separate sheet if necessary)

## VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
PADI ADVANCED OPEN WATER DIVER	18TH National Symposium on Marine Science - ORAL PRESENTOR	PHILIPPINE ASSOCIATION OF MARINE SCIENCE
DATA ANALYSIS	MULAT-UP Estadistika Essay Writing Contest - CHAMPION	ORGANIZATION OF BIOLOGY STUDENTS
MAPPING	Visayas Economics Conference Essay Writing - CHAMPION	
REMOTE SENSING ANALYSIS	National Online Sports Writing Competition - 2ND PLACE	
CODING	Bureau of Fisheries and Aquatic Resources – Region 8 Fish Alam Mo Ba? - 3RD PLACE	
TECHNICAL AND CONTENT WRITING	National Campus Press Olympiad Sports Writing - 7TH PLACE	
PROFICIENT IN MICROSOFT ECOSYSTEM	National Schools Press Conference 2019 - PARTICIPANT	

**(Continue on separate sheet if necessary)**

<i>(Continue on separate sheet if necessary)</i>			
<b>SIGNATURE</b>		<b>DATE</b>	

<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: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td><b>DONNA M. GUARTE-VALIDA</b></td> <td><b>Baybay City, Leyte</b></td> <td><b>639207116869</b></td> </tr> <tr> <td><b>SENONA A. CESAR</b></td> <td><b>Baybay City, Leyte</b></td> <td><b>639778179877</b></td> </tr> <tr> <td><b>ANALYN M. MAZO</b></td> <td><b>Baybay City, Leyte</b></td> <td><b>639171624920</b></td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	<b>DONNA M. GUARTE-VALIDA</b>	<b>Baybay City, Leyte</b>	<b>639207116869</b>	<b>SENONA A. CESAR</b>	<b>Baybay City, Leyte</b>	<b>639778179877</b>	<b>ANALYN M. MAZO</b>	<b>Baybay City, Leyte</b>	<b>639171624920</b>
NAME	ADDRESS	TEL. NO.											
<b>DONNA M. GUARTE-VALIDA</b>	<b>Baybay City, Leyte</b>	<b>639207116869</b>											
<b>SENONA A. CESAR</b>	<b>Baybay City, Leyte</b>	<b>639778179877</b>											
<b>ANALYN M. MAZO</b>	<b>Baybay City, Leyte</b>	<b>639171624920</b>											
<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>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td><b>Passport</b></td> </tr> <tr> <td>ID/License/Passport No.:</td> <td><b>P50144956C</b></td> </tr> <tr> <td>Date/Place of Issuance:</td> <td><b>08/16/2023</b></td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)		PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	<b>Passport</b>	ID/License/Passport No.:	<b>P50144956C</b>	Date/Place of Issuance:	<b>08/16/2023</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">             Signature (Sign inside the box)         </td> </tr> <tr> <td style="text-align: center;">           Date Accomplished         </td> </tr> </table>	 Signature (Sign inside the box)	Date Accomplished
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)													
PLEASE INDICATE ID Number and Date of Issuance													
Government Issued ID:	<b>Passport</b>												
ID/License/Passport No.:	<b>P50144956C</b>												
Date/Place of Issuance:	<b>08/16/2023</b>												
 Signature (Sign inside the box)													
Date Accomplished													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">             PHOTO         </td> <td style="width: 50%; text-align: center;">             Right Thumbmark         </td> </tr> </table>		 PHOTO	 Right Thumbmark										
 PHOTO	 Right Thumbmark												
<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: 250px; height: 60px; margin: 10px auto; text-align: center; padding-top: 10px;">       Person Administering Oath     </div>													