

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	Acuin		
FIRST NAME	Cholly		NAME EXTENSION (JR., SR)
MIDDLE NAME	Quimbo		
3. DATE OF BIRTH (mm/dd/yyyy)	9/1/1980	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Manila	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	Arellano St. cor Astorga St. House/Block/Lot No. Street Poblacion District II Subdivision/Village Barangay Barugo Leyte City/Municipality Province
7. HEIGHT (m)	155.1	ZIP CODE	6519
8. WEIGHT (kg)	48		
9. BLOOD TYPE	A	18. PERMANENT ADDRESS	Arellano St. cor Astorga St. House/Block/Lot No. Street Poblacion District II Subdivision/Village Barangay Barugo Leyte City/Municipality Province
10. GSIS ID NO.	n/a	ZIP CODE	6519
11. PAG-IBIG ID NO.	n/a		
12. PHILHEALTH NO.	19-0903694398	19. TELEPHONE NO.	
13. SSS NO.	33-52813890	20. MOBILE NO.	0921-3192203
14. TIN NO.	221-253-125	21. E-MAIL ADDRESS (if any)	cholly.acuin@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	Acuin		Emeterio Q. Acuin	6/7/1971
FIRST NAME	Carlos	NAME EXTENSION (JR., SR) Sr.	Carlos Q. Acuin Jr.	3/20/1976
MIDDLE NAME	Ayaso		Pablo Q. Acuin	8/10/1978
25. MOTHER'S MAIDEN NAME				
SURNAME	Acuin			
FIRST NAME	Gertrudes			
MIDDLE NAME	Quimbo			

(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	Beata Elementary School		1987	1993		1993	
SECONDARY	Carlos P. Garcia High School		1993	1997		1997	
VOCATIONAL /	n/a						
COLLEGE	Philippine School of Business Administration-Manila	B.S. in Accountancy	1998	2002		5/22/2002	
GRADUATE STUDIES	De La Salle University-Manila	M.S. in Accountancy	8/22/2015	8/22/2021	Expected Graduation	08/22/2021	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 29, 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
	Certified Public Accountant	75.4	July 20,2014 / Aug. 01,2014	Manila/ Manila	0157762	9/1/2021
	Insurance Agent	Passed	Nov. 01, 2019	Makati Sports Club	0105365	12/31/2021

(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	6/29/2021
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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			
Victory Christian Fellowship	2001	2012		Usherette / Admin-Finance	
(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			
Digital Leadership: Nurturing the Tech-Savvy Culture	June 25,2021	June 25,2021	8.0	ership and Manag	Civil Service Commission
Franklin Covey-First level leader online training	6/8/2020	6/12/2020		Managerial	Free online training from Franklin Covey
Standford Business Graduate School- Rethinking purpose-7 day series	5/25/2020	6/2/2020		Managerial	Free online training from Standford Business Graduate School
Standford Business Graduate School- Adaptability-7 day series	5/11/2020	5/19/2020		Managerial	Free online training from Standford Business Graduate School
Franklin Covey- 4 Discipline of Execution online training	4/27/2020	5/5/2020		Managerial	Free online training from Franklin Covey
Franklin Covey-7 Habits Coach online training	4/13/2020	4/22/2020		Managerial	Free online training from Franklin Covey
Methods of Research for Accountants	5/4/2019	5/4/2019	8.0	Technical	De La Salle University
Financial Statement Preparation and Presentation for SME's	4/27/2019	4/27/2019	8.0	Technical	De La Salle University
Latest tax issuances and Tax Planning	4/13/2019	4/13/2019	6.5	Technical	De La Salle University
Operations Management	4/6/2019	4/6/2019	6.5	Managerial	De La Salle University
IT Risk: Management and Control	3/30/2019	3/30/2019	1.5	Technical	De La Salle University
Updates SEC, BSP, IC and CDA regulations Common SEC findings	3/30/2019	3/30/2019	4.0	Technical	De La Salle University
Creative and Critical Thinking for Value Creation	2/23/2019	2/23/2019	4.0	Technical	De La Salle University
Powerful partnership	2/15/2019	2/15/2019	8.0	Personal	Leslie Corporation
Focus on your strength	11/19/2018	11/19/2018	16.0	Personal	Leslie Corporation
Tax avoidance and Tax evasion	3/4/2017	3/4/2017	8.0	Technical	PICPA
Graduate Studies Research Series	3/18/2017	3/25/2017	16.0	Technical	De La Salle University
SAP Business one Accounting System	11/5/2012	11/9/2012	40.0	Technical	Mustardseed Corporation
Advance Microsoft Excel	2/26/2012	3/12/2012	6.0	Technical	Informatics-SM Megamall
Leadership Training	6/1/2001	3/1/2002		Personal	Victory Leadership Institute
Leadership Training	6/1/2005	3/1/2006		Personal	Victory Leadership Institute
(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)		
Badminton			PICPA		
Bowling					
Bike					
Dancing					
Acting					
(Continue on separate sheet if necessary)					
SIGNATURE				DATE	06/29/2021

<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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Finished Contract</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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Josephine Directo</td> <td>PGH Taft Manila</td> <td>0917-9555245</td> </tr> <tr> <td>Karen Ng</td> <td>Lacson Manila</td> <td>749-8672</td> </tr> <tr> <td>Christopher Reyes</td> <td>Mandaluyong City</td> <td>0917-8273998</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Josephine Directo	PGH Taft Manila	0917-9555245	Karen Ng	Lacson Manila	749-8672	Christopher Reyes	Mandaluyong City	0917-8273998
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<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>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p> <p>PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: PRC</p> <p>ID/License/Passport No.: 0157762</p> <p>Date/Place of Issuance: 8/12/14 / Manila</p>	<p style="text-align: center;">  Signature (Sign inside the box) 6/29/2021 Date Accomplished </p>												
<p style="text-align: center;">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: 300px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													



PHOTO

