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.

| 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 | N/A if not applicable. DO NOT | ABBREVIATE. | . FD3 FOKI | 1. CS ID No. | | (Do not fill up. | For CSC use only) | |
| I. PERSONAL INFORMATION | | | | | | | | | |
| 2. SURNAME TABAT | | | | | | | | | |
| FIRST NAME | JAMES | | | | | NAME EXTENSION (JF | R., SR) | | |
| MIDDLE NAME | SUNDAYON | | | | | | | | |
| DATE OF BIRTH (mm/dd/yyyy) | MAY 3, 2001 | MAY 3, 2001 16. CITIZENSHIP | | | | | | | |
| 4. PLACE OF BIRTH | If holder of dual citizer | | | | Pls. indicate of | | ization | | |
| 5. SEX | ✓ Male ☐ Female | please indicate the de | etails. | | | | | • | |
| 6 CIVIL STATUS | ✓ Single | 17. RESIDENTIAL ADDRESS | AL ADDRESS House/Block/Lot No. | | | Р | ANLANTAWAN Street | | |
| | ☐ Widowed ☐ Separated ☐ Other/s: | | | | | | | BITANHUAN | |
| 7. HEIGHT (m) | 185 | | | ubdivision/Village BAYBAY CITY | | | Barangay LEYTE | | |
| | | | City/Muni | | | | Province | | |
| 8. WEIGHT (kg) | 65 | ZIP CODE | 6521 | | | | | | |
| 9. BLOOD TYPE | 0+ | 18. PERMANENT ADDRESS | House/Block/Lot No. | |). | PANLANTAWAN Street | | | |
| 10. GSIS ID NO. | N/A | | Sut | ndivision/Village | | | BITANHUAN | | |
| 11. PAG-IBIG ID NO. | N/A | | BAYBAY C | | | | Barangay LEYTE Province | | |
| 12. PHILHEALTH NO. | 01-255559630-6 | ZIP CODE | City/Municipa 6521 | | | | Trovince | | |
| 13. SSS NO. | N/A 19. TELEPHONE NO. | | | | | N/A | | | |
| 14. TIN NO. | 20. MOBILE NO. | | | 092 | 218525807 | | | | |
| 15. AGENCY EMPLOYEE NO. | N/A | 21. E-MAIL ADDRESS (if any) | | <u>se</u> | emajtaba | t03@gmail.c | <u>om</u> | | |
| II. FAMILY BACKGROUND | | | | | | | | | |
| 22. SPOUSE'S SURNAME N/A | | | 23. NAME of CHI | //E of CHILDREN (Write full name and list all) DATE OF BIRTH (mr | | | TH (mm/dd/yyyy) | | |
| FIRST NAME | N/A | NAME EXTENSION (JR., SR) | N/A | | | | N/A | | |
| MIDDLE NAME | N/A | | N/A | | | | | I/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 | | | N/A | | |
| 24. FATHER'S SURNAME | TABAT | | | | | | | | |
| FIRST NAME | JESUS | NAME EXTENSION (JR., SR) | | | | | | | |
| MIDDLE NAME | BAYO | | | | | | | | |
| 25. MOTHER'S MAIDEN NAME | 55. MOTHER'S MAIDEN NAME | | | | | | | | |
| SURNAME | SUNDAYON | | | | | | | | |
| FIRST NAME | MA. GORETTE | | | | | | | | |
| MIDDLE NAME | SUBALDO | | | | | | | | |
| III. EDUCATIONAL BACKGE | ROUND | | | | | | | | |
| 26. LEVEL | NAME OF SCHOOL (Write in full) | BASIC EDUCATION/DEGRE (Write in full) | E/COURSE | | TTENDANCE | HIGHEST LEVEL/ UNITS EARNED (if not graduated) | YEAR GRADUATED | SCHOLARSHIP/ ACADEMIC HONORS RECEIVED | |
| ELEMENTARY | EMENTARY BITANHUAN ELEMENTARY SCHOOL | | | From 01/06/2009 | To 01/04/2014 | N/A | 2014 | WITH | |
| SECONDARY | BAYBAY CITY SENIOR HIGH SCHOOL | OR HIGH SCHOOL HUMANITES AND SOCIAL SCIENCE | | 01/06/2014 | 01/04/2020 | N/A | 2020 | HONOR WITH | |
| VOCATIONAL / | N/A | N/A | | | N/A | N/A | N/A | HONOR N/A | |
| TRADE COURSE COLLEGE | VISAYAS STATE UNIVERSITY | BACHELOR OF SCIENCE IN | | 01/01/2022 | | | 2025 | CUM LAUDE | |
| | N/A | N/A | | | | | | | |
| GRADUATE STUDIES | N/A | N/A | | N/A | N/A | N/A | N/A | N/A | |
| SIGNATURE | 4 | fo | | DA | TE | Al | JGUST 31, 2025 | | |

| IV. | CIVIL SI | ERVICE ELIG | SIBILITY | | | | | | | |
|--|--------------|--|-------------------------------------|---------------------|-----------------------------------|---------------------------|---|--------------------------|----------------------------|-----|
| 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 EXAMINA | TION / CONFER | RMENT | LICENSE (if ap | Date of Validity | | | |
| Still processing the requirements for Civil Service Eligibility for Latin Honors | | | | | | | validity | | | |
| | | Liigibility loi L | aun nonors | | | | | | | |
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| V | WORK E | XPERIENCE | | | | | | | | |
| (Inc | lude priva | ate employme | nt. Start from your recen | nt work) Descriptio | n of duties should b | e indicated in the attach | ed Work Exp | | ŧ. | |
| 28. | INCLU (mr | SIVE DATES m/dd/yyyy) To | POSITION T (Write in full/Do not | | DEPARTMENT / AGI (Write in ful | MONTHLY SALARY | SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT | STATUS OF APPOINTMENT | GOV'T SERVICE (Y/ N) | |
| | N/A | N/A | N/A | | N/A | | N/A | N/A | N/A | N/A |
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| | SIGNATURE | | | 4 | | DATE | AUGUST 31, 2025 | | | |

| . VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S | | | | | | | |
|---|--|----------------------------------|---------------------------|-----------------|---|---|--|
| 29. NAME & ADDRESS OF OI (Write in full | | | /E DATES d/yyyy) To | NUMBER OF HOURS | | POSITION / NATURE OF WORK | |
| N/A | N/A | N/A | N/A | | N/A | | |
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| VII. LEARNING AND DEVELOPMENT (L&D) | INTERVENTIONS/TRAINING P | ROGRAMS AT | TENDED | | | | |
| | | INCLUSIVE DATES OF ATTENDANCE | | | Type of LD | 2015/10758/2020/20258 21/ | |
| 30. TITLE OF LEARNING AND DEVELOPMENT INTE (Write in full) | | (mm/d | d/yyyy) | NUMBER OF HOURS | (Managerial/ Supervisory/ Technical/etc) | CONDUCTED/ SPONSORED BY (Write in full) | |
| SANGGUNIANG KABATAAI | J TRAINING | From 01-15-2025 | To 01-17-2025 | 8 HOURS | | SANGGUNIANG KABATAAN FIDERATION | |
| FIRE AND SAFETY LECTURI | | 04/12/2025 | 04/12/2025 | 8 HOURS | | S SOCIALITY OF THE PROPERTY OF THE PROPER | |
| SANGGUNIANG KABATAAN CO | | 04/12/2025 | 04/12/2025 | 5 HOURS | | FACULTY OF FORESTRY AND ENVIRONMENTAL SCIENCE | |
| URBAN AGRICULTURE TRAINING ON VE | | 09-20-2025 | 09-20-2025 | 6 HOURS | | SANGGUNIANG KABATAAN FIDERATION | |
| UNDAN AUNICULTURE TRAINING ON VE | GETABLE PRODUCTION | 03-20-2023 | 03-20-2023 | UTIOOKS | | CITY OF AGRICULTURE | |
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| VIII. OTHER INFORMATION | | | | | | | |
| 31. SPECIAL SKILLS and HOBBIES | 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | | | | | 33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) | |
| Proficient in clerical and office work | Certificate of Recognition – Active Sangguniang Kabataan (SK) Member, Brgy. Bitanhuan, Baybay City | | | | | Sangguniang Kabataan (SK)- Brgy. Bitanhuan, Baybay City, Leyte Member, 2023 to Present | |
| Strong organizational and time management skills | | - 4 | | | | Baybay City, Leyte Member, 2023 to Present Visayas State University Faculty of Forestry and Environmental Science (FFES) Student | |
| Effective written and verbal communication | | | | | | , ,,,,,,, | |
| Computer literate | | | | | | | |
| Attentiin to detail and accuracy in preparing reports | | | | | | | |
| Leadership and teamwork skills through community service | | | | | | | |
| Adaptability and ability to work under pressure | | | | | | | |
| CIONATURE | 1,0/1 | h | | - | \TE | ALIQUICT 24, 2025 | |
| SIGNATURE | | DATE AUGUST 31, 20 | | | AUGUST 31, 2025 | | |

| 34. | Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed, | | | | | | |
|--------|--|--|-----------------------------------|-------------|--|--|--|
| | a. within the third degree? | YES | ✓ NO | | | | |
| | b. within the fourth degree (for Local Government Unit - Car | | ✓ NO | | | | |
| | | | If YES, give details | 3 : | | | |
| | | | | | | | |
| 35. | a. Have you ever been found guilty of any administrative off | ense? | . — | ✓ NO | | | |
| | | If YES, give details | S: | | | | |
| | | | | | | | |
| | b. Have you been criminally charged before any court? | | ☐ YES | ✓ NO | | | |
| | | | If YES, give details | S: | | | |
| | | | Date Filed: | | | | |
| | | | Status of Case/s: | <u> </u> | | | |
| 36. | Have you ever been convicted of any crime or violation of a | ny law, decree, ordinance or regulation | ☐ YES | ✓ NO | | | |
| | by any court or tribunal? | | If YES, give details: | | | | |
| | | | | | | | |
| 37. | Have you ever been separated from the service in any of the | e following modes: resignation, | ☐ YES | √ NO | | | |
| | retirement, dropped from the rolls, dismissal, termination, er | nd of term, finished contract or phased | If YES, give details: | | | | |
| | out (abolition) in the public or private sector? | | | | | | |
| 38. | a. Have you ever been a candidate in a national or local ele Barangay election)? | ction held within the last year (except | ☐ YES ☑ NO | | | | |
| | barangay election): | | If YES, give detail | S: | | | |
| | b. Have you resigned from the government service during the | | YES | ✓ NO | | | |
| | election to promote/actively campaign for a national or local | candidate? | If YES, give detail | S: | | | |
| 39. | Have you acquired the status of an immigrant or permanent | resident of another country? | ☐ YES ✓ NO | | | | |
| | | | If YES, give details (country): | | | | |
| | | | | | | | |
| 40. | Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag | | | | | | |
| | 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 a person with disability? | | YES NO | | | | |
| | 7.10 you a poroon man around, | | If YES, please specify ID No: | | | | |
| C. | Are you a solo parent? | | ☐ YES ✓ NO | | | | |
| | | | If YES, please specify | ID No: | | | |
| 41. | REFERENCES | | | | | | |
| | NAME | ADDRESS | TEL. NO. | | | | |
| | HERNANDO L. MONDAL, PhD | PANGASUGAN, BAYBAY CITY, LEYTE | 9202693348 | | | | |
| | HERNANDO E. MONDAE, I IID | PANGAGOGAN, BATBAT CITT, LETTE | 3202033340 | | | | |
| | ANATOLIO M. POLINAR, PhD | PANGASUGAN, BAYBAY CITY, LEYTE | 9155008665 | | | | |
| | RENEZITA S. COME, PhD | PANGASUGAN, BAYBAY CITY, LEYTE | 9988630824 | | | | |
| 42. | I declare under oath that I have personally accomplished | Lithis Personal Data Sheet which is a tr | rue correct and | | | | |
| | complete statement pursuant to the provisions of pertine | | | | | | |
| | Philippines. I authorize the agency head/authorized repre- | | | | | | |
| | I agree that any misrepresentation made in this doc administrative/criminal case/s against me. | ument and its attachments shall caus | se the filing of | РНОТО | | | |
| | auministrative/criminar case/s against me. | | | 100 | | | |
| G | overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) | / () | | | | | |
| P | LEASE INDICATE ID Number and Date of Issuance | | | | | | |
| G | overnment Issued ID: Philippine National ID | | | | | | |
| IE | D/License/Passport No.: 2653-7624-9609-1364 | Signature (Sign inside the b | UX) | | | | |
| _ _ | Date/Place of Issuance: October 23, 2021 October 23, 2021 AUGUST 31, 2025 Date Accomplished | | | The stay of | | | |
| ľ | 350351 20, 2021 | | Right Thumbmark | | | | |
| | SUBSCRIBED AND SWORN to before me this | ng his/her validly issued o | government ID as indicated above. | | | | |
| | SOSSOCIALISES / 1/4D SWOOTH TO DETOIL THE THE | ng momor validity isoued t | government is as indicated above. | | | | |
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