

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	ALAJAS		
FIRST NAME	ERNA MAE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	VISCARA		
3. DATE OF BIRTH (mm/dd/yyyy)	JULY 3, 1999	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	MAHAPLAG, LEYTE	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:		
7. HEIGHT (m)	1.5	17. RESIDENTIAL ADDRESS	N/A MAHARLIKA STREET
8. WEIGHT (kg)	60		House/Block/Lot No. Street
9. BLOOD TYPE	O		N/A PARIL
10. GSIS ID NO.	NONE		Subdivision/Village Barangay
11. PAG-IBIG ID NO.	NONE		MAHAPLAG LEYTE
12. PHILHEALTH NO.	NONE	ZIP CODE	City/Municipality Province
13. SSS NO.	NONE	18. PERMANENT ADDRESS	N/A PARIL
14. TIN NO.	749-528-813-000	ZIP CODE	House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.			N/A PARIL
			Subdivision/Village Barangay
			MAHAPLAG LEYTE
			City/Municipality Province
		19. TELEPHONE NO.	NONE
		20. MOBILE NO.	09367390501
		21. E-MAIL ADDRESS (if any)	erna.alajas@vsu.edu.ph

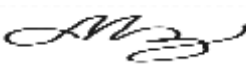
II. FAMILY BACKGROUND

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	ALAJAS		N/A	N/A
FIRST NAME	RENATO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	TONALETE		N/A	N/A
25. MOTHER'S MAIDEN NAME	ESTERLITA SALILI VISCARA		N/A	N/A
SURNAME	VISCARA		N/A	N/A
FIRST NAME	ESTERLITA		N/A	N/A
MIDDLE NAME	SALILI		(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	MAHAPLAG CENTRAL SCHOOL	ELEMENTARY GRADUATE	06/03/2005	04/16/2011	GRADUATE	2011	SECOND HONORABLE MENTION
SECONDARY	MAHAPLAG NATIONAL HIGH SCHOOL - UPPER	HIGH SCHOOL GRADUATE	06/05/2011	03/26/2015	GRADUATE	2015	SALUTATORIAN
VOCATIONAL / TRADE COURSE	NONE	NONE	NONE	NONE	N/A	NONE	NONE
COLLEGE	VISAYAS STATE UNIVERSITY	BSED - FILIPINO	06/01/2015	06/14/2019	GRADUATE	2019	CUM LAUDE
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MAED-FLT	06/19/2021	PRESENT	9 UNITS	ONGOING	N/A

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	JULY 15, 2021

<div>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)?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div>													
<div>35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div></div></div>													
<div>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div>													
<div>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?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div>													
<div>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?</div>		<div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div></div>													
<div>39. Have you acquired the status of an immigrant or permanent resident of another country?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details (country): _____</div></div>													
<div>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?</div>		<div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify: _____</div></div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: _____</div></div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: _____</div></div></div>													
<div>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</div> <table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>MARIEVIC S. FLORES</td><td>Bontoc, Southern Leyte</td><td></td></tr><tr><td>RIZALINA D. TRUYA</td><td>Baybay City, Leyte</td><td></td></tr><tr><td>JOEL Q. MABALHIN</td><td>Liloan, Southern Leyte</td><td>63535637527</td></tr></table> <div>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.</div>				NAME	ADDRESS	TEL. NO.	MARIEVIC S. FLORES	Bontoc, Southern Leyte		RIZALINA D. TRUYA	Baybay City, Leyte		JOEL Q. MABALHIN	Liloan, Southern Leyte	63535637527
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<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: PRC ID/License/Passport No.: 1842108 Date/Place of Issuance: 01/10/2020 Tacloban City</div>		<div><div> Signature (Sign inside the box) JULY 15, 2021 Date Accomplished</div><div><div>ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size) With full and handwritten name tag and signature over printed name Computer generated or photocopied picture is not acceptable</div><div>PHOTO</div><div><div></div><div>Right Thumbmark</div></div></div></div>													
<div>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</div> <div><div></div><div>Person Administering Oath</div></div>															