

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	MARI			
FIRST NAME	MARY JEAN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ARNAIZ			
3. DATE OF BIRTH (mm/dd/yyyy)	01/15/2000	16. CITIZENSHIP	Pls. indicate country:	
4. PLACE OF BIRTH	PALO, LEYTE	If holder of dual citizenship, please indicate the details.		
5. SEX				
6 CIVIL STATUS		17. RESIDENTIAL ADDRESS	<div>ZONE 3M.V ROCA</div> <div>House/Block/Lot No. Street</div> <div>BURI</div> <div>Subdivision/Village Barangay</div> <div>PALO LEYTE</div> <div>City/Municipality Province</div>	
7. HEIGHT (m)	1.62	ZIP CODE		
8. WEIGHT (kg)	45			
9. BLOOD TYPE	O+		18. PERMANENT ADDRESS	<div>ZONE 3M.V ROCA</div> <div>House/Block/Lot No. Street</div> <div>BURI</div> <div>Subdivision/Village Barangay</div> <div>PALO LEYTE</div> <div>City/Municipality Province</div>
10. GSIS ID NO.	NONE		ZIP CODE	
11. PAG-IBIG ID NO.	NONE			
12. PHILHEALTH NO.	NONE	6501		
13. SSS NO.	NONE	19. TELEPHONE NO.	NONE	
14. TIN NO.	NONE	20. MOBILE NO.	+639756292136 / +639942676025	
15. AGENCY EMPLOYEE NO.	NONE	21. E-MAIL ADDRESS (if any)	maryjeanmari15@gmail.com	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME			NONE	N/A
MIDDLE NAME				
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	MARI			
FIRST NAME	MARLON	SR.		
MIDDLE NAME	DABLEO			
25. MOTHER'S MAIDEN NAME				
SURNAME	ARNAIZ			
FIRST NAME	MARITES			
MIDDLE NAME	ZAMORA		(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	PALO I CENTRAL SCHOOL	ELEMENTARY	2006	2012	N/A	2012	N/A
SECONDARY	PALO NATIONAL HIGH SCHOOL	HIGH SCHOOL	2012	2016	N/A	2016	N/A
VOCATIONAL / TRADE COURSE	PALO NATIONAL HIGH SCHOOL	SENIOR HIGH SCHOOL	2016	2018	N/A	2018	N/A
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY	BACHELOR OF TECHNICAL VOCATIONAL TEACHER EDUCATION	2018	2023	N/A	2023	N/A
GRADUATE STUDIES	NONE						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/03/2024
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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		
	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

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			
	N/A	N/A	N/A	N/A	N/A	N/A





(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	KEEN ATTENTION TO DETAILS	NONE		NONE
	LOGIC AND VERBAL REASONING			
	PROFICIENT WITH MICROSOFT TOOLS			
	TECH-SAVVY			

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/03/2024
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to chief of bureau or office or to the person who has immediate supervision over you in the Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	If YES, give details: _____																	
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	If YES, give details: _____																	
	If YES, give details: Date Filed: _____ Status of Case/s: _____																	
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	If YES, give details: _____																	
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?	If YES, give details: _____																	
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?	If YES, give details: _____																	
	If YES, give details: _____																	
39. Have you acquired the status of an immigrant or permanent resident of another country?	If YES, give details (country): _____																	
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 a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	If YES, please specify: _____																	
	If YES, please specify ID No: _____																	
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	If YES, please specify ID No: _____																	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)																		
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>MARICEL PAITAN</td><td>PALO, LEYTE</td><td>9275332933</td></tr><tr><td>MA. KRISTY BACHO</td><td>SAN MIGUEL, LEYTE</td><td>9773891639</td></tr><tr><td>JHON PATRICK MARGALLO</td><td>PALO, LEYTE</td><td>9942676025</td></tr></table>			NAME	ADDRESS	TEL. NO.	MARICEL PAITAN	PALO, LEYTE	9275332933	MA. KRISTY BACHO	SAN MIGUEL, LEYTE	9773891639	JHON PATRICK MARGALLO	PALO, LEYTE	9942676025				
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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.																		
<table><tr><td colspan="2">Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID:</td><td>PRC</td></tr><tr><td>ID/License/Passport No.:</td><td>2152522</td></tr><tr><td>Date/Place of Issuance:</td><td>TACLOBAN CITY</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:	PRC	ID/License/Passport No.:	2152522	Date/Place of Issuance:	TACLOBAN CITY	<table><tr><td colspan="2"></td></tr><tr><td colspan="2">Signature (Sign inside the box)</td></tr><tr><td colspan="2">June 03, 2024</td></tr><tr><td colspan="2">Date Accomplished</td></tr></table>			Signature (Sign inside the box)		June 03, 2024		Date Accomplished		<div></div> <p>PHOTO</p> <div></div> <p>Right Thumbmark</p>
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.																		
<div></div> <p>Person Administering Oath</p>																		