

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	RAAGAS		
FIRST NAME	ALFIE JANN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LAZARTE		
3. DATE OF BIRTH (mm/dd/yyyy)	7/5/1994	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	JAVIER, LEYTE	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	RAAGAS House/Block/Lot No. Street POB. ZONE 1 Subdivision/Village Barangay JAVIER LEYTE City/Municipality Province 6511
7. HEIGHT (m)	1.64	18. PERMANENT ADDRESS	RAAGAS House/Block/Lot No. Street POB. ZONE 1 Subdivision/Village Barangay JAVIER LEYTE City/Municipality Province 6511
8. WEIGHT (kg)	48		ZIP CODE
9. BLOOD TYPE	O	19. TELEPHONE NO.	N/A
10. GSIS ID NO.	N/A		20. MOBILE NO.
11. PAG-IBIG ID NO.	1212-2297-8953	21. E-MAIL ADDRESS (if any)	
12. PHILHEALTH NO.	13-250577484-5		
13. SSS NO.	06-4105607-3		
14. TIN NO.	345-826-701		
15. AGENCY EMPLOYEE NO.			

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	NAME EXTENSION (JR., SR)		N/A	
MIDDLE NAME				
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	RAAGAS			
FIRST NAME	ALEJO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MANGALAO			
25. MOTHER'S MAIDEN NAME				
SURNAME	LAZARTE			
FIRST NAME	MARILYN			
MIDDLE NAME	CALDA		(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	BERNARDO V. GLOSA CENTRAL SCHOOL	PRIMARY EDUCATION	2001	2007	N/A	2007	
SECONDARY	ABUYOG ACADEMY	HIGHSCHOOL	2007	2011	N/A	2011	
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	
COLLEGE	SAINT PAUL SCHOOL OF PROFESSIONAL STUDIES	BACHELOR OF SCIENCE IN ACCOUNTANCY	2011	2016	N/A	2016	
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	

(Continue on separate sheet if necessary)

SIGNATURE

DATE

9/9/23

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)

SIGNATURE	<i>[Signature]</i>	DATE	<i>9/4/23</i>
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	<i>[Signature]</i>	DATE	4/4/23
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CS FORM 212 (Revised 2017), Page 3 of 4

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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: <u>RESIGNATION</u>
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
CHERYL L. ACALA	JAVIER, LEYTE	09171382546
CLARICE G. AVILA	CEBU CITY	09159555595
FERDINAND RUDY A. BAGUNAS	MAYDOLONG, EASTERN SAMAR	09173010213

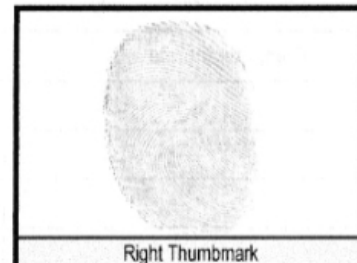
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate 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.



PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	
Government Issued ID:	DRIVER'S LICENSE
ID/License/Passport No.:	H12-17-003477
Date/Place of Issuance:	May 2022 BAYBAY CITY

Signature (Sign inside the box)	
Date accomplished	



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 04 APR 2023 at Tacloban City, Philippines, by the applicant exhibiting his/her validly issued government ID as indicated above.

Doc. No. 456
Page No. 19
Book No. 11
Series of 2023

Atty. Amabelle J. Salino-Darantinos, R.M.	
NOTARY PUBLIC	
NC. NO. 2023-01-02 12-31-2024 RTC, TACLOBAN CITY	
SALINO-DARANTINOS LAW AND NOTARIAL OFFICE	
2F, TAC. FILIPINO-CHINESE CHAMBER OF COMMERCE, INC.	
(TFCCC) 1005, 1007, 1009, 1011, 1013, 1015, 1017, 1019, 1021, 1023, 1025, 1027, 1029, 1031, 1033, 1035, 1037, 1039, 1041, 1043, 1045, 1047, 1049, 1051, 1053, 1055, 1057, 1059, 1061, 1063, 1065, 1067, 1069, 1071, 1073, 1075, 1077, 1079, 1081, 1083, 1085, 1087, 1089, 1091, 1093, 1095, 1097, 1099, 1101, 1103, 1105, 1107, 1109, 1111, 1113, 1115, 1117, 1119, 1121, 1123, 1125, 1127, 1129, 1131, 1133, 1135, 1137, 1139, 1141, 1143, 1145, 1147, 1149, 1151, 1153, 1155, 1157, 1159, 1161, 1163, 1165, 1167, 1169, 1171, 1173, 1175, 1177, 1179, 1181, 1183, 1185, 1187, 1189, 1191, 1193, 1195, 1197, 1199, 1201, 1203, 1205, 1207, 1209, 1211, 1213, 1215, 1217, 1219, 1221, 1223, 1225, 1227, 1229, 1231, 1233, 1235, 1237, 1239, 1241, 1243, 1245, 1247, 1249, 1251, 1253, 1255, 1257, 1259, 1261, 1263, 1265, 1267, 1269, 1271, 1273, 1275, 1277, 1279, 1281, 1283, 1285, 1287, 1289, 1291, 1293, 1295, 1297, 1299, 1301, 1303, 1305, 1307, 1309, 1311, 1313, 1315, 1317, 1319, 1321, 1323, 1325, 1327, 1329, 1331, 1333, 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3991, 3993, 3995, 3997, 3999, 4001, 4003, 4005, 4007, 4009, 4011, 4013, 4015, 4017, 4019, 4021, 4023, 4025, 4027, 4029, 4031, 4033, 4035, 4037, 4039, 4041, 4043, 4045, 4047, 4049, 4051, 4053, 4055, 4057, 4059, 4061, 4063, 4065, 4067, 4069, 4071, 4073, 4075, 4077, 4079, 4081, 4083, 4085, 4087, 4089, 4091, 4093, 4095, 4097, 4099, 4101, 4103, 4105, 4107, 4109, 4111, 4113, 4115, 4117, 4119, 4121, 4123, 4125, 4127, 4129, 4131, 4133, 4135, 4137, 4139, 4141, 4143, 4145, 4147, 4149, 4151, 4153, 4155, 4157, 4159, 4161, 4163, 4165, 4167, 4169, 4171, 4173, 4175, 4177, 4179, 4181, 4183, 4185, 4187, 4189, 4191, 4193, 4195, 4197, 4199, 4201, 4203, 4205, 4207, 4209, 4211, 4213, 4215, 4217, 4219, 4221, 4223, 4225, 4227, 4229, 4231, 4233, 4235, 4237, 4239, 4241, 4243, 4245, 4247, 4249, 4251, 4253, 4255, 4257, 4259, 4261, 4263, 4265, 4267, 4269, 4271, 4273, 4275, 4277, 4279, 4281, 4283, 4285, 4287, 4289, 4291, 4293, 4295, 4297, 4299, 4301, 4303, 4305, 4307, 4309, 4311, 4313, 4315, 4317, 4319, 4321, 4323, 4325, 4327, 4329, 4331, 4333, 4335, 4337, 4339, 4341, 4343, 4345, 4347, 4349, 4351, 4353, 4355, 4357, 4359, 4361, 4363, 4365, 4367, 4369, 4371, 4373, 4375, 4377, 4379, 4381, 4383, 4385, 4387, 4389, 4391, 4393, 4395, 4397, 4399, 4401, 4403, 4405, 4407, 4409, 4411, 4413, 4415, 4417, 4419, 4421, 4423, 4425, 4427, 4429, 4431, 4433, 4435, 4437, 4439, 4441, 4443, 4445, 4447, 4449, 4451, 4453, 4455, 4457, 4459, 4461, 4463, 4465, 4467, 4469, 4471, 4473, 4475, 4477, 4479, 4481, 4483, 4485, 4487, 4489, 4491, 4493, 4495, 4497, 4499, 4501, 4503, 4505, 4507,	

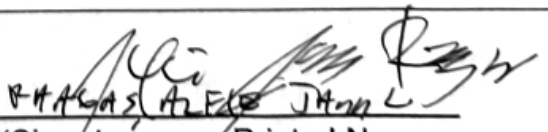
WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: November 3, 2021 – Present
- Position: Accounting Staff/Aide
- Name of Office/Unit: Accounting Office
- Immediate Supervisor: Cheryl L. Acala
- Name of Agency/Organization and Location: LGU - Javier, Javier, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Handles the recording and disbursements of all transactions and preparation of ledgers and trial balance of the assigned trust funds.
 - Assists in Financial Statement preparations of Barangay and Local Government Unit.
 - Encoding of disbursement vouchers in the system.
 - Assist in the payroll making of contractual employees.

- Duration: April 19, 2018 – January 22, 2019
- Position: Branch Internal Auditor
- Name of Office/Unit: Audit Division
- Immediate Supervisor: Clarice G. Avila
- Name of Agency/Organization and Location: Fast Distribution Corporation, Tacloban City
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Verify customer's accounts payable balance thru Accounts Receivable Confirmation.
 - Conduct audit to mobile warehouses.
 - Assist in main warehouse inventory reconciliation.
 - Check if accounting policies are adhered to.


R. H. AGAS, Jr.
(Signature over Printed Name
of Employee/Applicant)

Date: 7/26/2022

CERTIFICATE OF EMPLOYMENT

To Whom This May Concern:

This is to certify that Mr. ALFIE JANN L. RAAGAS is a REGULAR employee of FAST DISTRIBUTION CORPORATION as BRANCH INTERNAL AUDITOR from April 19, 2018 up to January 22, 2019.

This certification is being issued at the request of Mr. RAAGAS for employment purposes.

Done this 25th day of May, 2022 in Tacloban City, Leyte, Philippines.

By:



FELY Z. CASINILLO
HR MANAGER

not valid
without dry seal

