

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	MANAPSAL			
FIRST NAME	SHAYLENE	NAME EXTENSION (JR., SR)		
MIDDLE NAME	BALLICUD			
3. DATE OF BIRTH (mm/dd/yyyy)	JUNE 22, 2000	16. CITIZENSHIP	FILIPINO	
4. PLACE OF BIRTH	CATARMAN NORTHERN SAMAR	If holder of dual citizenship, please indicate the details.	Pls. indicate country: Philippines	
5. SEX	FEMALE	17. RESIDENTIAL ADDRESS	PUROK 3	
6. CIVIL STATUS	SINGLE		House/Block/Lot No.	Street
7. HEIGHT (m)	1.64 m.			LINAO
8. WEIGHT (kg)	60 kg.		Subdivision/Village	Barangay
9. BLOOD TYPE	A+		INOPACAN	LEYTE
10. GSIS ID NO.	N/A	City/Municipality	Province	
11. PAG-IBIG ID NO.	121339223261	ZIP CODE	6522	
12. PHILHEALTH NO.	N/A	18. PERMANENT ADDRESS	PUROK 3	
13. SSS NO.	06-4793142-2		House/Block/Lot No.	Street
14. TIN NO.	654314384			LINAO
15. AGENCY EMPLOYEE NO.	N/A		Subdivision/Village	Barangay
			INOPACAN	LEYTE
		City/Municipality	Province	
		ZIP CODE	6522	
19. TELEPHONE NO.	N/A			
20. MOBILE NO.	09855 875 451			
21. E-MAIL ADDRESS (if any)	shaylene0622@gmail.com			

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	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	MANAPSAL			
FIRST NAME	CIELITO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	BISNAR			
25. MOTHER'S MAIDEN NAME	JOSEFINA EVA BALLICUD			
SURNAME	BALLICUD			
FIRST NAME	JOSEFINA			
MIDDLE NAME	EVA			
(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	INOPACAN CENTRAL SCHOOL	ELEMENTARY LEVEL	06/01/2008	04/01/2013	Graduated	2013	8TH HONORS
SECONDARY	VSU INTEGRATED HIGH SCHOOL	SENIOR HIGH SCHOOL	08/01/2017	05/31/2019	Graduated	2019	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	COLLEGE LEVEL	08/01/2019	08/03/2023	Graduated	2023	N/A
GRADUATE STUDIES							

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	October 19, 2024

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	
	LICENSURE EXAMINATION FOR TEACHERS		82.80	MARCH 17, 2024	Tacloban City	2200006	06/22/2027	
(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.								
28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
	From	To						
	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		October 19, 2024		

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			
	PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS , INC. Quezon City	06/03/2024	01/01/2027	4 hours	Member	
(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			
	VSU Civic Welfare Training Services	08/22/2019	01/22/2020	65 hours	Participant	VISAYAS STATE UNIVERSITY
	Understanding the Role of Language in the Tecahing and Learning Process	03/15/2023	03/15/2023	2 hours	Participant	STA. CRUZ ELEMENTARY SCHOOL
	Student Learning Action Cell on Assessment Innovation through the use of Evalbee	03/22/2023	03/22/2023	2 hours	Participant	STA. CRUZ ELEMENTARY SCHOOL
	Student Learning Action Cell on Creative ways in Teaching Mathematics	04/19/2023	04/19/2023	2 hours	Participant	STA. CRUZ ELEMENTARY SCHOOL
	Regional Pre-Service Teachers' Congress 2023	04/22/2023	04/22/2023	4 hours	Participant	STA. CRUZ ELEMENTARY SCHOOL
	Teaching Internship	03/07/2023	05/15/2023	360 hours	Student Intern	STA. CRUZ ELEMENTARY SCHOOL
(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)		
	Interpersonal Skill	N/A		PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE) INC.		
	Critical Thinking Skill	N/A				
	Teamwork Skill	N/A				
	Art and Creativity	N/A				
	Computer Literacy	N/A				
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	October 19, 2024	

