

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	CAINTIC		
FIRST NAME	SWEETLYN		NAME EXTENSION (JR., SR.) N/A
MIDDLE NAME	TAPAYAN		
3. DATE OF BIRTH (mm/dd/yyyy)	09/13/1998	16. CITIZENSHIP	Pls. indicate country: PHILIPPINES
4. PLACE OF BIRTH	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	FEMALE		
6. CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	191 A A. BONIFACIO STREET House/Block/Lot No. Street N/A ZONE 3 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	161	ZIP CODE	6521
8. WEIGHT (kg)	58		
9. BLOOD TYPE	O+		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	121314152802	18. PERMANENT ADDRESS	191 A A. BONIFACIO STREET House/Block/Lot No. Street N/A ZONE 3 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
12. PHILHEALTH NO.	1332530817567	ZIP CODE	6521
13. SSS NO.	04-4885337-7	19. TELEPHONE NO.	N/A
14. TIN NO.	619-633-120-00000	20. MOBILE NO.	09677004233
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	sweetlyncaintic@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	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	CAINTIC			
FIRST NAME	HEGINO	NAME EXTENSION (JR., SR.) N/A		
MIDDLE NAME	HUMAMIL			
25. MOTHER'S MAIDEN NAME				
SURNAME	TAPAYAN			
FIRST NAME	ERLINDA			
MIDDLE NAME	OMACOB		(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	BAYBYA I CENTRAL SCHOOL	PRIMARY	6/27/2005	5/13/2010	GRADUATED	2010	N/A
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	SECONDARY	7/2/2010	5/14/2014	GRADUATED	2014	N/A
VOCATIONAL /	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ELEMENTARY EDUCATION	1/10/2015	6/11/2019	GRADUATED	2019	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 15, 2023
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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
	LICENSE PROFESSIONAL TEACHER	82.0	OCTOBER, 2022	DAVAO CITY	2025382	09/13/2026
	DRIVER'S LICENSE	N/A	JULY, 2020	BAYBAY CITY	H1220003342	09/13/24

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

SIGNATURE		DATE	OCTOBER 15, 2023
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[illegible]

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


[illegible]

(Continue on separate sheet if necessary)

		MEMBERSHIP IN ASSOCIATION/ORGANIZATION
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(Continue on separate sheet if necessary)

OCTOBER 15, 2023

<p>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,</p> <p style="margin-left: 20px;">a. within the third degree?</p> <p style="margin-left: 20px;">b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p style="margin-left: 20px;">b. Have you been criminally charged before any court?</p>	<p>If YES, give details: _____</p> <p>If YES, give details: _____</p> <p style="margin-left: 40px;">Date Filed: _____</p> <p style="margin-left: 40px;">Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p>If YES, give details: _____</p>												
<p>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?</p>	<p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p style="margin-left: 20px;">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?</p>	<p>If YES, give details: _____</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p>If YES, please specify: _____</p> <p>If YES, please specify ID No: _____</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>EVE A. SERATO</td> <td>BAYBAY CITY</td> <td>9277246466</td> </tr> <tr> <td>JAY ANN L. BULAWAN</td> <td>BAYBAY CITY</td> <td>9927818698</td> </tr> <tr> <td>MARIA C. JADLOC</td> <td>DAVAO CITY</td> <td>9458164928</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	EVE A. SERATO	BAYBAY CITY	9277246466	JAY ANN L. BULAWAN	BAYBAY CITY	9927818698	MARIA C. JADLOC	DAVAO CITY	9458164928
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<p>42.</p>	<div style="text-align: center;">  <p>CAINTIC, SWEETLYN T.</p> <p>PHOTO</p> </div> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div> <div style="text-align: center; margin-top: 5px;"> <p>Right Thumbmark</p> </div>												

<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p> <p style="text-align: center;"><i>PLEASE INDICATE ID Number and Date of Issuance</i></p> <p>Government Issued ID: PRC</p> <p>ID/License/Passport No.: 2025382</p> <p>Date/Place of Issuance: 04/17/2023 DAVAO CITY</p>	<div style="border: 1px solid black; height: 100px; width: 100%; position: relative;"> <div style="position: absolute; top: 10px; left: 10px; font-size: 2em; color: brown;">Sweetlyn Caintic</div> <div style="position: absolute; bottom: 10px; left: 10px; font-size: 0.8em;"> <p>Signature (Sign inside the box)</p> <p style="text-align: center;">OCTOBER 15, 2023</p> <p>Date Accomplished</p> </div> </div>	<div style="border: 1px solid black; height: 100px; width: 100%;"></div>
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath