

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	PAYO		
FIRST NAME	JOY NICO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	OROG		
3. DATE OF BIRTH (mm/dd/yyyy)	11/03/1996	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	TACLOBAN CITY	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	MAHARLIKA HIGHWAY AREA 3 House/Block/Lot No. Street 95-A CAIBAAN Subdivision/Village Barangay TACLOBAN LEYTE City/Municipality Province
7. HEIGHT (m)	1.66	ZIP CODE	
8. WEIGHT (kg)	67		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	MAHARLIKA HIGHWAY AREA 3 House/Block/Lot No. Street 95-A CAIBAAN Subdivision/Village Barangay TACLOBAN LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6500
11. PAG-IBIG ID NO.	121301619372		
12. PHILHEALTH NO.	13-252488076-1		
13. SSS NO.	35-1336576-3	19. TELEPHONE NO.	N/A
14. TIN NO.	659394100	20. MOBILE NO.	09771329587
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	joy.nicopayo@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR)			
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	PAYO			
FIRST NAME	DIONICO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	RAGURO			
25. MOTHER'S MAIDEN NAME				
SURNAME	OROG			
FIRST NAME	LIGAYA			
MIDDLE NAME	MURILLO			

(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	ASIAN DEVELOPMENT FOUNDATION COLLEGE	ELEMENTARY				2010	
SECONDARY	ASIAN DEVELOPMENT FOUNDATION COLLEGE	HIGHSCHOOL				2014	
VOCATIONAL / TRADE COURSE							
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN ELECTRONICS ENGINEERING				2022	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE	<i>Joy Nico O. Payo</i>	DATE	JANUARY 31, 2024
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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
	CAREER CIVIL SERVICE PROFESSIONAL		AUGUST 11, 2024	TACLOBAN CITY		
	ELECTRONICS TECHNICIAN (BOARD)		OCTOBER 24, 2023	CEBU CITY	0027714	11/03/2027
	DRIVER'S LICENSE		DEC. 2021	TACLOBAN CITY	HO2-21200443	11/03/2026

(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>Joy Nino O. Pardo</i>	DATE	JANUARY 31, 2024
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[illegible]

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

[illegible]

VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

JANUARY 31, 2024

