

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 | SEMBRANO | | |
| FIRST NAME | SHEILABELLE | | NAME EXTENSION (JR., SR) |
| MIDDLE NAME | FABROA | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 09/13/1989 | 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 | BAYBAY CITY, LEYTE | If holder of dual citizenship, please indicate the details. | |
| 5. SEX | <input type="checkbox"/> Male <input checked="" 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: | | |
| 7. HEIGHT (m) | 1.55 | 17. RESIDENTIAL ADDRESS | 424-B House/Block/Lot No. Street ZONE 19 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province |
| 8. WEIGHT (kg) | 45 | ZIP CODE | 6521 |
| 9. BLOOD TYPE | O | 18. PERMANENT ADDRESS | 424-B House/Block/Lot No. Street ZONE 19 Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province |
| 10. GSIS ID NO. | 2005309568 | ZIP CODE | 6521 |
| 11. PAG-IBIG ID NO. | 1210-8162-7136 | | |
| 12. PHILHEALTH NO. | 1205-09273222 | | |
| 13. SSS NO. | 06-3023191-9 | 19. TELEPHONE NO. | |
| 14. TIN NO. | 308-194-571 | 20. MOBILE NO. | 09164475392 |
| 15. AGENCY EMPLOYEE NO. | 943730 | 21. E-MAIL ADDRESS (if any) | bellesebrano@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 | N/A | NAME EXTENSION (JR., SR) | OLIVIA MARI SEMBRANO | 09/08/2015 |
| MIDDLE NAME | N/A | | | |
| OCCUPATION | N/A | | | |
| EMPLOYER/BUSINESS NAME | N/A | | | |
| BUSINESS ADDRESS | N/A | | | |
| TELEPHONE NO. | N/A | | | |
| 24. FATHER'S SURNAME | SEMBRANO | | | |
| FIRST NAME | FLORITO | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | YNQUE | | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | FABROA | | | |
| FIRST NAME | MARIBEL | | | |
| MIDDLE NAME | VALENZONA | | (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 | BAYBAY NORTH CENTRAL SCHOOL | PRIMARY | 1996 | 2002 | | 2002 | WITH HONORS |
| SECONDARY | BAYBAY NAT'L. HIGH SCHOOL | SECONDARY | 2002 | 2006 | | 2006 | N/A |
| VOCATIONAL / TRADE COURSE | | | | | | | |
| COLLEGE | VISAYAS STATE UNIVERSITY | BACHELOR OF SCIENCE IN ECONOMICS | 2006 | 2010 | | 2010 | N/A |
| GRADUATE STUDIES | | | | | | | |

(Continue on separate sheet if necessary)

| | | | |
|-----------|--|------|--|
| SIGNATURE | | DATE | |
|-----------|--|------|--|

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

| 31. SPECIAL SKILLS and HOBBIES | 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | 33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) |
|--------------------------------|--|---|
| CALLIGRAPHY | N/A | N/A |
| VIDEO EDITING | N/A | N/A |
| READING | N/A | N/A |
| FOOTBALL | N/A | FOOTBELLE UNITED |
| | | |
| | | |
| | | |

(Continue on separate sheet if necessary)

| | | | |
|------------------|--|-------------|--|
| SIGNATURE | | DATE | |
|------------------|--|-------------|--|

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,
a. within the third degree?
b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ 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?

☐ YES☐ 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?

☒ YES☐ NO

If YES, give details:
Resigned from OCCCI in 2014

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?

☐ YES☒ NO

If YES, give details: _____

☐ YES☒ NO

If YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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 items:
a. Are you a member of any indigenous group?
b. Are you a person with disability?
c. Are you a solo parent?

☐ YES☒ NO

If YES, please specify: _____

☐ YES☒ NO

If YES, please specify ID No: _____

☒ YES☐ NO

If YES, please specify ID No: _____

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41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

| NAME | ADDRESS | TEL. NO. |
|------------------------|----------------------|------------|
| MARIA ELENA A. MENDOZA | BAYBAY CITY, LEYTE | 9476292723 |
| MARLON O. MARGALLO | TACLOBAN CITY, LEYTE | 9175914161 |
| JOCYLLE O. RAMOS | PALO, LEYTE | 9190918917 |

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.

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: SOLO PARENT ID


ID/License/Passport No.: 337

Date/Place of Issuance: 2018/BAYBAY CITY, LEYTE

SHEILABELLE F. SEMBRANO

Signature (Sign inside the box)

Date Accomplished



SHEILABELLE F. SEMBRANO

Right Thumbmark

SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath

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