

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	Castil		
FIRST NAME	Ma. Babette Jeds	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Llorada		
3. DATE OF BIRTH (mm/dd/yyyy)	20/11/1989	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	San Roque Tanauan, Leyte	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated		
7. HEIGHT (m)	5'2	17. RESIDENTIAL ADDRESS	Zone 5 House/Block/Lot No. Street Cabuynan Subdivision/Village Barangay Tanauan Leyte City/Municipality Province
8. WEIGHT (kg)	50	ZIP CODE	6502
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	Zone 5 House/Block/Lot No. Street Cabuynan Subdivision/Village Barangay Tanauan Leyte City/Municipality Province
10. GSIS ID NO.	NA	ZIP CODE	6502
11. PAG-IBIG ID NO.	121077824610	19. TELEPHONE NO.	None
12. PHILHEALTH NO.	13-025132851-0	20. MOBILE NO.	0916-524-8029
13. SSS NO.	06-3181539-2	21. E-MAIL ADDRESS (if any)	mbil.castil@gmail.com
14. TIN NO.	431-424-588		
15. AGENCY EMPLOYEE NO.	NA		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	Castil	23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Nielrex	Maria Rexee L. Castil	16/11/2011
MIDDLE NAME	Perges	Xyeizha Reinette L. Castil	18/09/2014
OCCUPATION	Government Employee	Niel Rexur L. Castil	13/04/2019
EMPLOYER/BUSINESS NAME	Leyte Normal University		
BUSINESS ADDRESS	Paterno St. Tacloban City		
TELEPHONE NO.	0927-583-2511		
24. FATHER'S SURNAME	Llorada		
FIRST NAME	Bartolome		
MIDDLE NAME	Camarines		
25. MOTHER'S MAIDEN NAME			
SURNAME	Telmosa		
FIRST NAME	Rebecca		
MIDDLE NAME	Requioma		

(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	San Roque Elem. School	Primary Education	1995	2002		2002	Graduated
SECONDARY	Assumption Academy	High School	2002	2006		2006	Graduated
VOCATIONAL / TRADE COURSE	Asian Development Foundation College/ TESDA	Housekeeping NCII & NCIII, Food and Beverage Services NCII & NCIII	NA	NA		2016, 2018	Passed
COLLEGE	Leyte Normal University	BS in Tourism, Hotel and Restaurant Management	2006	2010		Summer 2013	Graduated
GRADUATE STUDIES	Leyte Normal University	Master in Management	2016	2023		2023	Graduated

(Continue on separate sheet if necessary)

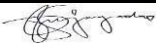
SIGNATURE		DATE	January 09, 2024
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[illegible]

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	January 09, 2024
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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			
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
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			
	Virtual Data Privacy Act of 2012 Awareness Seminar	NA	04/07/2022	NA	NA	Visayas State University, Baybay City, Leyte
	Strategic Marketing for Hospitality and Tourism	03/28/2022	03/29/2022	NA	NA	Department of Tourism, Region 8
	Recipe Costing and Actual Costing	NA	03/06/2022	NA	NA	Philippine Culinary Guild (Webinar)
	Politics and the Future of Tourism in the Philippines	NA	03/03/2022	NA	NA	Visayas State University, Baybay City, Leyte
	Earning in Affiliate Marketing	NA	06/23/2021	NA	NA	Starlegends Adventures Travel and Tours
	How to Sell 5x-10x Faster Like An Expert using FB Ads	NA	03/07/2021	NA	NA	Starlegends Adventures Travel and Tours
	Food and Beverage NCIII	NA	12/07/2018	NA	NA	TESDA/Asian Development Foundation College
	Food and Beverage NCII	NA	02/04/2018	NA	NA	TESDA/Asian Development Foundation College
	Seminar Workshop on FLAIRTENDING	NA	11/28/2017	NA	NA	CLEP/Asian Development Foundation College
	Career Orientation Seminar on Cruise Line Industry	NA	09/05/2017	NA	NA	MIHCA/Asian Development Foundation College
	ASEAN Toolbox Immersion Workshop and the CATC for Tourism Educators and Trainers	NA	07/27/2017	NA	NA	DOT/Asian Development Foundation College
	2017 Summer In-Service Training(INSET) for Senior High School Teachers	05/26/2017	05/28/2017	NA	NA	PEAC/Asian Development Foundation College
	Housekeeping NCIII	NA	10/10/2016	8.0	NA	TESDA/Asian Development Foundation College
	Housekeeping NCII	NA	05/28/2016	NA	NA	TESDA/Asian Development Foundation College
	Hotel On-the-Job Training	March 2009	May 2009	NA	NA	Alejandro Hotel Tacloban City
	Travel Agency On-the-Job Training	November 2009	January 2010	NA	NA	Leyte 1st Travel Agency Phils. Inc.
	Basic Safety Training (Personal Survival Techniques, Fire Prevention and Fire Fighting, Elementary First Aid, & Personal Safety and Social Responsibilities)	09/09/2009	09/19/2009	16.0	NA	National Maritime Polytechnic
	Gender Sensitivity Training fo Seafarers	NA	09/25/2009	4.0	NA	National Maritime Polytechnic
	STD/HIV/AIDS Prevention in the Maritime Sector (SHAPIMS)	NA	09/11/2009	8.0	NA	National Maritime Polytechnic
	Hotel and Restaurant On-the-Job Training	April 2009	June 2009	NA	NA	LNU Laboratory Hotel and Restaurant
(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)		
	Airline Ticketing and Tour packaging			TANAYAW		
	Can Speak English			UNION FOR FILIPINO TOURISM EDUCATORS (UFTE)		
	Ushering			MUZIK HARMONIE		
	Computer Literate			LEYTE DANCE THEATER		
	Housekeeping					
	Singing					
	Dancing					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	January 09, 2024	

<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>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details:</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details:</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details:</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details:</p> <p style="text-align: right;">Finished Contract, March 2019 (ADFC)</p> <p style="text-align: right;">Finished Contract, June 2022 (VSU, Main)</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>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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify:</p> <p><input type="checkbox"/> YES NO</p> <p>If YES, please specify ID No:</p> <p><input type="checkbox"/> YES 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;"> <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>Dr. Victoria Arbas-Diaz (Former LNU Cultural Director)</td> <td>Tacloban City</td> <td>0917-321-9571</td> </tr> <tr> <td>Iris Jeane D. Tamboboy (Faculty/Physical Education Coordinator, Asian Development Foundation College)</td> <td>Tacloban City</td> <td>0946-929-8720</td> </tr> <tr> <td>Mauren Joy Faller-Manadong (Faculty, Department of Tourism and Hospitality Management)</td> <td>Guadalupe, Baybay City, Leyte</td> <td>0908-881-5362</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Dr. Victoria Arbas-Diaz (Former LNU Cultural Director)	Tacloban City	0917-321-9571	Iris Jeane D. Tamboboy (Faculty/Physical Education Coordinator, Asian Development Foundation College)	Tacloban City	0946-929-8720	Mauren Joy Faller-Manadong (Faculty, Department of Tourism and Hospitality Management)	Guadalupe, Baybay City, Leyte	0908-881-5362
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<p>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.</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>ID picture taken within the last 6 months 4.5 cm. X 3.5 cm (passport size)</p> <p>Computer generated or photocopied picture is not acceptable</p> <p>PHOTO</p> </div>												
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<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <p>Person Administering Oath</p>													