

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	Peralta		
FIRST NAME	Joseph Jay		NAME EXTENSION (JR., SR.)
MIDDLE NAME	Porlacen		
3. DATE OF BIRTH (mm/dd/yyyy)	7/24/1996	18. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Mandaue City, Cebu	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	House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Sto. Niño _____ Tanauan _____ Leyte _____ City/Municipality _____ Province _____ ZIP CODE 6502
7. HEIGHT (m)	1.5748	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Sto. Niño _____ Tanauan _____ Leyte _____ City/Municipality _____ Province _____ ZIP CODE 6502
8. WEIGHT (kg)	55	19. TELEPHONE NO.	None
9. BLOOD TYPE	O	20. MOBILE NO.	0936-519-2792/0961-305-6794
10. GSS ID NO.	2005899892	21. E-MAIL ADDRESS (if any)	josephjayperalta@gmail.com
11. PAG-IBIG ID NO.	121279620740		
12. PHILHEALTH NO.	1302-5545-2151		
13. ESS NO.	None		
14. TIN NO.	752-476-532		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	NONE		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR.)	NONE	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	Peralta			
FIRST NAME	Joselito			
MIDDLE NAME	Cinco			
25. MOTHER'S MAREN NAME				
SURNAME	Porlacen			
FIRST NAME	Lilia			
MIDDLE NAME	Lopez			

(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	Canduman Elementary School	ELEMENTARY	2004	2007	GRADE 3	N/A	NONE
	Lipata Central School		2007	2008	GRADE 4	N/A	NONE
	Sto. Niño Elementary School		2008	2010		2010	
SECONDARY	Tanauan National High School	HIGH SCHOOL	2010	2014		2014	5th Honorable Mention
VOCATIONAL / TRADE COURSE	None	N/A	N/A	N/A		N/A	N/A
COLLEGE	University of the Philippines Visayas Tacloban College	BACHELOR OF ARTS IN PSYCHOLOGY	2014	2019		2019	None
GRADUATE STUDIES	None	N/A	N/A	N/A		N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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[illegible]

V. WORK EXPERIENCE

28.	INCLUSIVE DATES				SALARY CRISP		
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[illegible]

(Continue on separate sheet if necessary)

9

DATE _____

[illegible]

VI. 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)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
DANCING	None	University of the Philippines Visayas Tacloban College Psych Circle
WATCHING MOVIES		STEP UP Dance Organization
MS OFFICE COMPETENT		

SIGNATURE		DATE
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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?

☐ YES ☒ NO

If YES, give details: _____

b. Have you been criminally charged before any court?

☐ 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: _____

Finished Contract: Resignation

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?

☐ YES ☒ NO

If YES, give details: _____

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: _____

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?

☐ YES ☒ NO

If YES, please specify: _____

b. Are you a person with disability?

☐ YES ☒ NO

If YES, please specify ID No: _____

c. Are you a solo parent?

☐ YES ☒ NO

If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
MARSUAN B. ESPERAS	TACLOBAN CITY	0920-959-8493
BRIAN REQUITILLO	TACLOBAN CITY	0920-441-2062

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: TIN

ID/License/Passport No.: 752-476-532

Date/Place of Issuance: 9/27/2019/BIR PALO

Signature (Sign inside the box)

Date Accomplished: 04 JUN 2025

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 04 JUN 2025

ATTY. ISAGANI S. ESPADA
Notary Public
Until December 31, 2026
NC No. 2025-02-103
Roll of Attorneys No. 41391
IBP No. 451324, 01-08-2025
PTR No. 0020525, 01-03-2025

JOSEPH JAY P. PERALTA