

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	LUZON			
FIRST NAME	PAUL JAMES		NAME EXTENSION (JR., SR)	
MIDDLE NAME	GARCIA			
3. DATE OF BIRTH (mm/dd/yyyy)	29/12/1991	16. 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	CONALUM INOPACAN, LEYTE	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	N/A N/A House/Block/Lot No. Street N/A CONALUM Subdivision/Village Barangay INOPACAN LEYTE City/Municipality Province 6522	
7. HEIGHT (m)	1.5 m	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A CONALUM Subdivision/Village Barangay INOPACAN LEYTE City/Municipality Province 6522	
8. WEIGHT (kg)	75 kg		ZIP CODE	
9. BLOOD TYPE	A		19. TELEPHONE NO.	0535650301
10. GSIS ID NO.	2004380379			20. MOBILE NO.
11. PAG-IBIG ID NO.	N/A	21. E-MAIL ADDRESS (if any)		pauljames.luzon@deped.gov.ph
12. PHILHEALTH NO.	13-000113004-9			
13. SSS NO.	N/A			
14. TIN NO.	438-419-519			
15. AGENCY EMPLOYEE NO.	4655423			

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)	N/A	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	LUZON			
FIRST NAME	RICARDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	PAGUIPO			
25. MOTHER'S MAIDEN NAME				
SURNAME	GARCIA			
FIRST NAME	LILIA			
MIDDLE NAME	LIBRES		(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	CONALUM ELEMENTARY SCHOOL	ELEMENTARY	06/01/1998	30/03/2004	GRADUATED	2004	WITH HONORS
SECONDARY	CONALUM NATIONAL HIGH SCHOOL	HIGH SCHOOL	01/06/2004	30/03/2008	GRADUATED	2008	SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SAINT MICHAEL COLLEGE	BACHELOR IN SECONDARY EDUCATION MAJOR IN ENGLISH	01/06/2008	30/03/2012	GRADUATED	2012	ACADEMIC SCHOLAR
GRADUATE STUDIES	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	MASTER OF ARTS IN EDUCATION MAJOR IN ENGLISH	01/06/2016	PRESENT	CAR	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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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		
	LICENSURE EXAMINATION FOR TEACHERS (LET)	78.80	01/09/2013	TACLOBAN CITY	1179101	12/29/2024		
(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.								
28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
	From	To						
	01-01-22	PRESENT	MASTER TEACHER II	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	45,203.00	STEP 1	REGULAR PERMANENT	YES
	01-01-21	12-31-21	MASTER TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	43,681.00	STEP 1	REGULAR PERMANENT	YES
	01-01-20	12-31-20	MASTER TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	42,159.00	STEP 1	REGULAR PERMANENT	YES
	09-23-19	12-31-19	MASTER TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	40,637.00	STEP 1	REGULAR PERMANENT	YES
	01-01-19	09-22-19	TEACHER III	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	25,232.00	STEP 1	REGULAR PERMANENT	YES
	01-15-18	12-31-18	TEACHER III	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	24,224.00	STEP 1	REGULAR PERMANENT	YES
	01-01-18	01-14-18	TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	20,437.00	STEP 1	REGULAR PERMANENT	YES
	01-01-07	12-31-17	TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	19,853.00	STEP 2	REGULAR PERMANENT	YES
	05-21-16	12-31-16	TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	19,286.00	STEP 1	REGULAR PERMANENT	YES
	01-01-16	05-20-16	TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	19,077.00	STEP 1	REGULAR PERMANENT	YES
	05-21-13	12-31-15	TEACHER I	DEPARTMENT OF EDUCATION - BAYBAY NATIONAL HIGH SCHOOL	18,549.00	STEP 1	REGULAR PERMANENT	YES
(Continue on separate sheet if necessary)								
SIGNATURE					DATE			

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			
	SCHOL PAPER AADVISER'S ASSOCIATION	05/21/2013	PRESENT	-	SCHOOL PAPER ADVISER	
(Continue on separate sheet if necessary)						
VII. 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)						
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			
	TRAINING WORKSHOP ON LITERACY AND NUMERACY SKILLS	12/14/2021	12/16/2021	30 HOURS	TECHNICAL	DEPED - BAYBAY NATIONAL HIGH SCHOOL
	TEACHING GRAMMAR COMMUNICATIVELY IN THE PHILIPPINES	08/3/201	09/07/2021	30 HOURS	TECHNICAL	US EMBASSY
	REGIONAL TRAINING FOR CRITICAL CONTENT IN ENGLISH	07/07/2018	16/07/2018	120 HOURS	TECHNICAL	DEPED - REGION VIII
	REGIONAL MASS TRAINING ON SPECIAL EDUCATION	30/04/2018	04/05/2018	60 HOURS	TECHNICAL	DEPED - REGION VIII
	MEDIA FESTIVAL: MEDIA EDUCATION FOR SHAPING A RESPONSIBLE GENERATION	04/08/2016	06/08/2016	24 HOURS	TECHNICAL	COMMUNICATION ARTS TRAINING CENTER
	REGIONAL ENHANCEMENT TRAINING OF DIVISION MENTORS FOR CAMPUS JOURNALISM	07/06/2016	10/06/2016	32 HOURS	TECHNICAL	DEPED - REGION VIII
	IN-SERVICE TRAINING WORKSHOP ON DIFFERENTIATED STRATEGIES FOR INSTRUCTION	28/10/2015	30/10/2015	24 HOURS	TECHNICAL	DEPED - BAYBAY NATIONAL HIGH SCHOOL
	3-DAY LIVE OUT DIVISION TRAINING OF SCHOOL PAPER ADVISERS AND STUDENT JOURNALISTS FOR CAMPUS JOURNALISM	27/08/2015	29/08/2015	24 HOURS	TECHNICAL	DEPED- BAYBAY CITY DIVISION
(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)		
	JOURNALISM	OUTSTANDING ENGLISH TEACHER 2015 (BAYBAY CITY DIVISION)		VICE-PREIDENT, DIVISION SCHOOL PAPER ADVISERS ASSOCIATION (DSPAA)		
		OUTSTANDING SCHOOL PAPER ADVISER TEACHER, NSPC 2020, TUGUEGARAO CAGAYAN				
(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)?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>												
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?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td>JULIETA T. DENDEN</td><td>BAYBAY CITY, LEYTE</td><td>9952766566</td></tr><tr><td>MARIAM G. ARANAS</td><td>BAYBAY CITY, LEYTE</td><td>9679369220</td></tr><tr><td>RAQUEL P. EAMIGUEL</td><td>BAYBAY CITY, LEYTE</td><td>9186170665</td></tr></table>		NAME	ADDRESS	TEL. NO.	JULIETA T. DENDEN	BAYBAY CITY, LEYTE	9952766566	MARIAM G. ARANAS	BAYBAY CITY, LEYTE	9679369220	RAQUEL P. EAMIGUEL	BAYBAY CITY, LEYTE	9186170665
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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.													
<table><tr><td colspan="2">Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID:</td><td>PRC LICENSE</td></tr><tr><td>ID/License/Passport No.:</td><td>1179101</td></tr><tr><td>Date/Place of Issuance:</td><td>TACLOBAN CITY</td></tr></table>	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	PRC LICENSE	ID/License/Passport No.:	1179101	Date/Place of Issuance:	TACLOBAN CITY	<table><tr><td colspan="2">Signature (Sign inside the box)</td></tr><tr><td colspan="2">Date Accomplished</td></tr></table>	Signature (Sign inside the box)		Date Accomplished	
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td colspan="2">Person Administering Oath</td></tr></table>		Person Administering Oath											
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