

## 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. GS ID No.

(Do not fill up. For CSC use only)

## I. PERSONAL INFORMATION

2. SURNAME	PAPAS		
FIRST NAME	JEFFREY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ALIGADO		
3. DATE OF BIRTH (mm/dd/yyyy)	12/15/1989	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	MAASIN 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	House/Block/Lot No. Street COMBADO Subdivision/Village Barangay MAASIN CITY SOUTHERN LEYTE City/Municipality Province
7. HEIGHT (m)	1.73	ZIP CODE	6600
8. WEIGHT (kg)	70		
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	House/Block/Lot No. Street COMBADO Subdivision/Village Barangay MAASIN CITY SOUTHERN LEYTE City/Municipality Province
10. GS ID NO.	N/A	ZIP CODE	6600
11. PAG-IBIG ID NO.	121201999046		
12. PHILHEALTH NO.	130501286762		
13. SSS NO.	0111-6493885-5	19. TELEPHONE NO.	N/A
14. TIN NO.	297-722-689	20. MOBILE NO.	09700535269
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	jeffreypapas1215@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)	SOFFIE MARIE N. PAPAS	08/23/2013
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	PAPAS			
FIRST NAME	RENATO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CAÑAS			
25. MOTHER'S MAIDEN NAME				
SURNAME	ALIGADO			
FIRST NAME	LILIA			
MIDDLE NAME	RESUS			

(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	KAILGAYAHAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	1996	2002	GRADUATED	2002	N/A
SECONDARY	LAGRO HIGH SCHOOL	SECONDARY EDUCATION	2002	2004	N/A	N/A	N/A
SECONDARY	MAASIN NATIONAL VOCATIONAL HIGH SCHOOL	SECONDARY EDUCATION	2004	2006	GRADUATED	2006	4th Honor
VOCATIONAL/ TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SAINT JOSEPH COLLEGE	BS COMMERCE	2006	2008	N/A	N/A	N/A
COLLEGE	MAASIN CITY COLLEGE	BS PUBLIC ADMINISTRATION	2008	2011	GRADUATED	2011	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	05/22/2025
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[illegible]

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)			
<b>SIGNATURE</b>		<b>DATE</b>	05/22/2025

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[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)
Information and Communications Technology (ICT) Skills	N/A	N/A
VIDEO EDITING	N/A	N/A
GAMING/STREAMING	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	05/22/2025
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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:

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.
STARLANE L. DAYAP	BAYBAY CITY	9606559397
JAMES ANOBLING	HILONGOS	9945174948
LILIA PAPAS	MAASIN CITY	9362707384

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.



PHOTO

Government issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government issued ID: Driver's License

ID/License/Passport No.: H05-19-001307

Date/Place of Issuance: Maasin City

Signature (Sign inside the box)

Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this

ATTY. EDEN B. CHAVEZ-BUENAVISTA

Notary Public for the Province of Leyte, City of Baybay

Notarial Commission No. B-23-12-07

Until December 31, 2025

MCLE Compliance No. VII-0011446-Valid until April 14, 2028

PTR No. Bc0326357, 01/02/25

IBP O.R. No. 492341-01/02/25

Person Administering Oath

Attorney's Roll No. 42391

R. Magsaysay Avenue, Baybay City, Leyte

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