

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	DIENDO		
FIRST NAME	ARNEL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BECO	N/A	
3. DATE OF BIRTH (mm/dd/yyyy)	11/02/1992	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	N/A STA. CRUZ
7. HEIGHT (m)	1.66 M		House/Block/Lot No. N/A Street
8. WEIGHT (kg)	65 KG	ZIP CODE	Subdivision/Village BITANHUAN Barangay
9. BLOOD TYPE	N/A		BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	18. PERMANENT ADDRESS	N/A STA. CRUZ
11. PAG-IBIG ID NO.	1212-2142-7412		House/Block/Lot No. N/A Street
12. PHILHEALTH NO.	02-025500265-2	ZIP CODE	Subdivision/Village BITANHUAN Barangay
13. SSS NO.	34-2578367-9		BAYBAY LEYTE City/Municipality Province
14. TIN NO.	343-599-384	19. TELEPHONE NO.	N/A
15. AGENCY EMPLOYEE NO.	N/A	20. MOBILE NO.	09265025635
		21. E-MAIL ADDRESS (if any)	arnel.diendo@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	LONGAKIT		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	EVA MAY	NAME EXTENSION (JR., SR)	N/A	
MIDDLE NAME	PAÑO			
OCCUPATION	TUTOR			
EMPLOYER/BUSINESS NAME	LITERACY PAL TUTORIAL CENTER			
BUSINESS ADDRESS	UPTOWN PLAZA (UPPER), MAGSAYSAY R. ST., POBLACION ZONE 9, BAYBAY CITY, LEYTE			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	DIENDO			
FIRST NAME	TEODORO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ESTOY			
25. MOTHER'S MAIDEN NAME				
SURNAME	BECO			
FIRST NAME	LOLITA			
MIDDLE NAME	NAYRE			

(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	BITANHUAN ELEMENTARY SCHOOL	PRIMARY	JUNE, 1999	APRIL, 2005	ELEMENTARY GRADUATE	2005	WITH HONOR
SECONDARY	BITANHUAN NATIONAL HIGH SCHOOL	SECONDARY	JUNE, 2005	MARCH, 2009	HIGH SCHOOL GRADUATE	2009	WITH HONOR
VOCATIONAL / TRADE COURSE	ST. PETER VELLE TECHNICAL TRAINING CENTER, INC.	PC OPERATION NCII COMPUTER SCIENCE	MAY, 2009	AUG, 2009	NCII	2009	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING	JUNE, 2012	JUNE, 2017	COLLEGE GRADUATE	2017	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	MAY 10, 2024
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[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	May 10, 2024
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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	
1. Name of the Program	
2. Description of the Program	
3. Date Attended	
4. Location	
5. Duration	
6. Facilitator	
7. Topics Covered	
8. Key Takeaways	
9. Action Items	
10. Feedback	

[illegible]


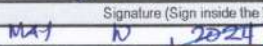

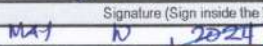

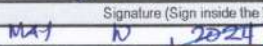
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
PROFICIENT IN MS OFFICE PROGRAM	N/A	N/A
MACHINE SHOP EQUIPMENT OPERATOR	N/A	N/A
PREVENTIVE MAINTENANCE IN MECHANICAL WORKS	N/A	N/A
INSTALLATION AND ESTIMATE OF FIRE PROTECTION SPRINKLER SYSTEM	N/A	N/A
INSTALLATION AND ESTIMATE OF PLUMBING/SANITARY WORKS	N/A	N/A
PROBLEM SOLVING	N/A	N/A
CONSTRUCTION QUANTITY SURVEYING	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	MAY 10, 2024
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<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>Date Filed: _____</p> <p>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>RESIGNATION, END OF TERM</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 <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> 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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Noeme P. Pizon</td> <td>Bontoc, Southern Leyte</td> <td>9554936962</td> </tr> <tr> <td>Engr. Marcelo T. Abrera Jr.</td> <td>Dulag, Leyte</td> <td>9478822345</td> </tr> <tr> <td>Engr. Junnel Quilisadio</td> <td>Tongonan, Leyte</td> <td>9455427290</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Noeme P. Pizon	Bontoc, Southern Leyte	9554936962	Engr. Marcelo T. Abrera Jr.	Dulag, Leyte	9478822345	Engr. Junnel Quilisadio	Tongonan, Leyte	9455427290
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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>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td>PRC</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>0098170</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>10-19-2017/TACLOBAN</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	ID/License/Passport No.:	0098170	Date/Place of Issuance:	10-19-2017/TACLOBAN	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  Signature (Sign inside the box) </td> </tr> <tr> <td style="text-align: center;">  Date Accomplished </td> </tr> </table>	 Signature (Sign inside the box)	 Date Accomplished
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<p>SUBSCRIBED AND SWORN to before me this <u>MAY 13 2024</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p>													
<p> JUS. NO. <u>2078</u> PAGE NO. <u>29</u> BOOK NO. <u>11</u> SERIES OF <u>2019</u> </p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"> ATTY. KIEFER CLINT L. PETILLA PUBLIC ATTORNEY I Pursuant to R.A. 9406 </td> </tr> <tr> <td style="text-align: center;"> Person Administering Oath </td> </tr> </table>	ATTY. KIEFER CLINT L. PETILLA PUBLIC ATTORNEY I Pursuant to R.A. 9406	Person Administering Oath										
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