

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			T ABBREVIATE.		1. CS ID No.	(Do not fill up. For CSC use only)
I. PERSONAL INFORMATION								
2.SURNAME		MANAPSAL						
FIRST NAME		SHAYLENE						N/A
MIDDLE NAME								
BALLICUD								
3.DATE OF BIRTH (mm/dd/yyyy)		6/22/2000		16. CITIZENSHIP  If holder of dual citizenship, please indicate the details.		Filipino by birth by naturalization Pls. indicate country: PHILIPPINES		
4. PLACE OF BIRTH		Catarman, Northern Samar						
5. SEX		<div><input type="checkbox"/> Male</div> <div><input checked="" type="checkbox"/> Female</div>				<div>Philippines</div>		
6CIVIL STATUS		Single Married Widowed Separated  Other/s:		17.		N/A  N/A		
				RESIDENTIA		House/Block/Lot No. Street		
						N/A LINAO		
						Subdivision/Village Barangay		
7. HEIGHT (m)		1.64		L ADDRESS		INOPACAN LEYTE		
						City/Municipality Province		
						6522		
8.WEIGHT (kg)		60		ZIP CODE				
9.BLOOD TYPE		A+		18.		N/A  N/A		
10. GSIS ID NO.		N/A		PERMANEN		House/Block/Lot No. Street		
						N/A LINAO		
11. PAG-IBIG ID NO.		N/A		T ADDRESS		Subdivision/Village Barangay		
12. PHILHEALTH NO.		N/A				INOPACAN LEYTE		
				City/Municipality Province				
				ZIP CODE		6522		
13. SSS NO.		N/A		19. TELEPHONE NO.		N/A		
14. TIN NO.		N/A		20. MOBILE NO.		09754989970		
15. AGENCY EMPLOYEE NO.		N/A		21. E-MAIL ADDRESS (if any)		manapsalshaira@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)	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  FIRST NAME  MIDDLE NAME	MANAPSAL				
	PABLITO	N/A			
	BISNAR				
25. MOTHER'S MAIDEN  NAME SURNAME  FIRST NAME  MIDDLE NAME	JOSEFINA EVA BALLICUD				
	MANAPSAL				
	JOSEFINA				
	BALLICUD		(Continue on separate sheet if necessary)		

III. EDUCATIONAL BACKGROUND

LEVEL 26.	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUAT ED	SCHOLARS HIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	INOPACAN CENTRAL SCHOOL	Primary Education	1/6/2008	1/5/2013	N/A	2013	SPECIAL HONORS
SECONDARY	TINAGO NATIONAL HIGH SCHOOL VSU INTEGRATED HIGH SCHOOL	Junior Education Senior High Education	1/6/2013 8/01/2017	1/5/2017 5/31/2019	N/A	2017/2019	WITH HONORS (JHS)
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ELEMENTARY EDUCATION	1/6/2019	6/15/2023	N/A	2023	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		June 24, 2024		

CS FORM 212 (Revised 2017), Page 1 of 4

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	82.80	March 17, 2024	Tacloban, City	2200006	06/22/ 2027
(Continue on separate sheet if necessary)					

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 SER VICE (Y/ N)
From	To						
04/15/2024	Present	ESL (English as an Second Language) Teacher	Glats Japan	3,0000	N/A	Regular Employment	N
(Continue on separate sheet if necessary)							
SIGNATURE			DATE	June 24, 2024			

--

[illegible]


(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Interpersonal Skills		PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS (PAFTE), INC.
Critical Thinking		
Teamwork Skill		
Art and Creativity		
Runs		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 24 2024
-----------	--	------	--------------

CS FORM 212 (Revised 2017), Page 3 of 4

34.

Are you related by consanguinity or affinity to the appointing or recommending authority, chief of bureau or office or to the person who has immediate supervision over you in the Bureau or Department where you will be appointed,

a. within the third degree?

☒ YES ☐ NO

b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES ☐ NO

If YES, give details:

☐

35. a. Have you ever been found guilty of any administrative offense?	NO
b. Have you been criminally charged before any court?	NO
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	NO
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?	NO

38.	a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?	NO
	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?	NO
39.	Have you acquired the status of an immigrant or permanent resident of another country?	NO
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: Are you a member of any indigenous group?	<u>NO</u>
a.		<u>NO</u>
b.	Are you a person with disability?	<u>NO</u>
c.	Are you a solo parent?	
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)	
	NAME	ADDRESS
		TEL. NO.
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.	

ID picture taken within the last 6 months  
3.5 cm. X 4.5 cm  
(passport size)

With full and handwritten name tag and signature over printed name

Computer generated or photocopied picture is not acceptable

PHOTO

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i>
Government Issued ID: <b>Philippine National ID</b>
<b>5071-6976-2756-0325</b> ID/License/Passport No.:
Date/Place of Issuance: <b>03 November 2021</b>

Signature (Sign inside the box)
June 25, 2024
Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath