

## 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	RAMOS		
FIRST NAME	IVY JOY		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	RAMOS		
3. DATE OF BIRTH (mm/dd/yyyy)	OCTOBER 3,1994	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	MATALOM, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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 SAN ROQUE House/Block/Lot No. Street N/A STA.FE Subdivision/Village Barangay MATALOM LEYTE City/Municipality Province
7. HEIGHT (m)	1.57	ZIP CODE	
8. WEIGHT (kg)	44.3		
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	N/A SAN ROQUE House/Block/Lot No. Street N/A STA.FE Subdivision/Village Barangay MATALOM LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	0625
11. PAG-IBIG ID NO.	06-4150404-6	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	01-251487996-4	20. MOBILE NO.	0955-139-0313
13. SSS NO.	1212-4472-1532	21. E-MAIL ADDRESS (if any)	ramospalenivyjoy@gmail.com
14. TIN NO.	355-754-781-000		
15. AGENCY EMPLOYEE NO.			

### 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	NA
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	RAMOS			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR) JR		
MIDDLE NAME	RAMIREZ			
25. MOTHER'S MAIDEN NAME	JUSTINA PALDO PALEN			
SURNAME	RAMOS			
FIRST NAME	JUSTINA			
MIDDLE NAME	PALEN			

(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	STA.FE ITUM, ELEMENTARY SCHOOL	ELEMENTARY	23/06/2000	28/03/2006	N/A	2006	WITH HONORS
SECONDARY	CAHAGNAAN NATIONAL HIGH SCHOOL	SECONDARY	15/06/2006	30/03/2011	N/A	2011	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SAINT JOSEPH COLLEGE MAASIN	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION - HUMAN RESOURCE DEVELOPMENT MANAGEMENT	13/06/2014	06/04/2018	N/A	2018	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	06/12/2015
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## IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(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.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/20/2025	
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[illegible]

## VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

## 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		CERTIFICATE OF PARTICIPATION - JOB FAIR 2023 WITH THE THEME : "PABAHAY, BILIHING ABOT-PRESYO, BENEPISYO NG MATATAG NA TRABAHO PARA SA MANGGAGAWANG PILIPINO"		JOB ORDER ASSOCIATION- SOUTHERN LEYTE STATE UNIVERSITY
	WATCHING MOVIES		PEARLY WHITE AWARDEE		

SIGNATURE		DATE	06/20/2025
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
35. a. Have you ever been found guilty of any administrative offense?  b. Have you been criminally charged before any court?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ RESIGNATION / FINISHED CONTRACT
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? b. Are you a person with disability? c. Are you a solo parent?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
NONELIA P. ANSALE	RIZAL, SOGOD, SOUTHERN LEYTE	N/A
LILIBETH PINO	MAKATI, MANILA	N/A

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	<div>Signature (Sign inside the box)</div> <div>Date Accomplished</div>	<div>Right Thumbmark</div>
Government Issued ID: <b>TIN</b>		
ID/License/Passport No.: <b>355-754-781-000</b>		
Date/Place of Issuance: <b>02/26/2019, BATO LEYTE</b>		

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

Person Administering Oath