

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	De la Cruz		
FIRST NAME	Jaime J.R.	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Mariaca		
3. DATE OF BIRTH (mm/dd/yyyy)	02/12/2000	16. CITIZENSHIP	<input type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Tabgas Albuera Leyte	If holder of dual citizenship, please indicate the details.	Philippines ▼
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 House/Block/Lot No. N/A Subdivision/Village N/A City/Municipality N/A
7. HEIGHT (m)	1.61m	ZIP CODE	N/A
8. WEIGHT (kg)	50 kg	18. PERMANENT ADDRESS	N/A House/Block/Lot No. N/A Subdivision/Village N/A Albuera City/Municipality N/A
9. BLOOD TYPE	B+	ZIP CODE	6542
10. GSIS ID NO.	N/A	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	121325814732	20. MOBILE NO.	09062462754
12. PHILHEALTH NO.	132529377812	21. E-MAIL ADDRESS (if any)	delacruzjaimejr12@gmail.com
13. SSS NO.	N/A		
14. TIN NO.	63591553200000		
15. AGENCY EMPLOYEE NO.	N/A		

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	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	De la Cruz			
FIRST NAME	Jaime	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Ano			
25. MOTHER'S MAIDEN NAME				
SURNAME	Mariaca			
FIRST NAME	Menda			
MIDDLE NAME	Berdejo			

(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	Albuera North Central School	Primary Education	06/04/2007	04/08/2012	NA	2012	NA
SECONDARY	Dr. Geronimo B. Zaldivar Memorial School of Fisheries / Visayas State University	Senior High School	06/04/2012	05/30/2018	NA	2016	8th honor
VOCATIONAL / TRADE COURSE	N/A	NA	NA	NA	NA	NA	NA
COLLEGE	Visayas State University	Bachelor of Science in Agriculture Major in Pest Management - Weed Science	08/13/2018	08/12/2022	NA	2022	NA
GRADUATE STUDIES	N/A	NA	NA	NA	NA	NA	NA

(Continue on separate sheet if necessary)

SIGNATURE

DATE

[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE

DATE _____

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VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED (Continue on separate sheet if necessary)

[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)
Pest surveillance and identification	N/A	N/A
Backyard gardening		
Laboratory works		

(Continue on separate sheet if necessary)

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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)?

☐ 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:
Resignation. Looking for another

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.
Flora Mia Y. Duatin	Utod, Baybay City, Leyte	09209835687
Sataki P. Toledo	Cayag-ang, Albueria, Leyte	09978405515
Jesus F. Subing-subing	Cogon, Ormoc, Leyte	09209104366



PHOTO

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.

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: Phil Health

ID/License/Passport No.: 132529377812

Date/Place of Issuance: February 2022

Signature (Sign inside the box)

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this

JUN 02 2023

, affiant exhibiting his/her validly issued government ID as indicated above.

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Series of 2023

ATTY. RENE ALLAN G. JERVOSO

Notary Public for Baybay City, Mahaplag & Albueria Leyte

AM. No. B-23-01-01 valid until Dec. 31, 2024

Entovon Plaza Complex, Magsaysay Ave. Baybay City, Leyte

IBP No. 8910101233 2023 RTR No. 7433056 12-22-2022

Person Administering Oath

TIN No. 918-750-858 ROLL No. 48333

MCLE Compliance No. VI-001137