

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	LELIS		
FIRST NAME	ZAPHAIRE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	MASAGANDA		
3. DATE OF BIRTH (mm/dd/yyyy)	7/27/1996	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	JAVIER SOGOD SOUTHERN LEYTE		
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 ZIP CODE	N/A PUROK 1
			House/Block/Lot No. Street
			N/A JAVIER
			Subdivision/Village Barangay
7. HEIGHT (m)	165		SOGOD SOUTHERN LEYTE
8. WEIGHT (kg)	62		City/Municipality Province
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS ZIP CODE	N/A PUROK 1
10. GSIS ID NO.	N/A		House/Block/Lot No. Street
11. PAG-IBIG ID NO.	121168527185		N/A JAVIER
12. PHILHEALTH NO.	12-051505066-9		Subdivision/Village Barangay
13. SSS NO.	06-3814018-3		SOGOD SOUTHERN LEYTE
14. TIN NO.	485-368-441	19. TELEPHONE NO.	City/Municipality Province
15. AGENCY EMPLOYEE NO.	N/A	20. MOBILE NO.	6606
		21. E-MAIL ADDRESS (if any)	N/A
			+63 9333846313
			leliszaphaire@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)		
	MIDDLE NAME	N/A		
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	LELIS		N/A	N/A
	FIRST NAME	CHARLITO NAME EXTENSION (JR., SR)		
	MIDDLE NAME	JOMADAS		
25. MOTHER'S MAIDEN NAME			N/A	N/A
	SURNAME	MASAGANDA	N/A	N/A
	FIRST NAME	MELINDA	N/A	N/A
	MIDDLE NAME	FLORES	(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	MAAC ELEMENTARY SCHOOL	ELEMENTARY	6/10/2005	5/28/2010	N/A	2005	N/A
SECONDARY	ALTERNATIVE LEARNING SYSTEM	HIGH SCHOOL	6/5/2010	5/28/2015	N/A	2010	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SOUTHERN LEYTE STATE UNIVERSITY	BS INFORMATION TECHNOLOGY MAJOR IN NETWORKING	6/16/2015	6/20/2020	N/A	2020	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	06/26/24
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

(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	06/26/2024
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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

[illegible]


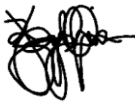

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
ADVANCED COMPUTER OPERATIONS	N/A	PHILIPPINE ASSOCIATION FOR TEACHERS & EDUCATORS (PAFTE), INC.
SYSTEM ADMINISTRATION	N/A	N/A
COMPUTER NETWORKING	N/A	N/A
MICROSOFT 365 ADMINISTRATION	N/A	N/A
GOOGLE WORKSPACE ADMINISTRATION	N/A	N/A
COMPUTER HARDWARE TROUBLESHOOTING	N/A	N/A
INFORMATION SECURITY BASICS	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/26/2024
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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)?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
39. Have you acquired the status of an immigrant or permanent resident of another country?		<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>												
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?		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify: _____</div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: _____</div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: _____</div></div>												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)														
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>MARY GIRLIE TEMPLA</td><td>152 BLOCK 5, KALAYAAN AVENUE, WEST REMBO, MAKATI</td><td>9380685579</td></tr><tr><td>JOSEPH AMONGAN</td><td>157 BLOCK 3, GUADALUPE NUEVO, MAKATI</td><td>9684467841</td></tr><tr><td>RANULF FITZ AMONCIO</td><td>BRGY. RIZAL, SOGOD SOUTHERN LEYTE</td><td>9086585971</td></tr></table>			NAME	ADDRESS	TEL. NO.	MARY GIRLIE TEMPLA	152 BLOCK 5, KALAYAAN AVENUE, WEST REMBO, MAKATI	9380685579	JOSEPH AMONGAN	157 BLOCK 3, GUADALUPE NUEVO, MAKATI	9684467841	RANULF FITZ AMONCIO	BRGY. RIZAL, SOGOD SOUTHERN LEYTE	9086585971
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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.		<div><div>PHOTO</div></div>												
<div><div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div><div>Government Issued ID: PASSPORT</div><div>ID/License/Passport No.: P8187303B</div><div>Date/Place of Issuance: DFA MANILA</div></div>	<div><div></div><div>Signature (Sign inside the box)</div><div>06/26/2024</div><div>Date Accomplished</div></div>	<div><div></div><div>Right Thumbmark</div></div>												
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.														
<div></div> <div>Person Administering Oath</div>														