CS Form No. 212 Revised 2017	DEDGO	NAL DAT	v en	EET				
1 35150	PEK50	NAL DAT	А ЭП	EEI				
	ation made in the Personal Data Sheet and the	Work Experience Sheet sha	all cause the filir	ng of admini	strative/cri	minal case/s aga	inst the perso	n
concerned. READ THE ATTACHED GUIDE	TO FILLING OUT THE PERSONAL DATA SHE	EET (PDS) BEFORE ACCOMP	LISHING THE F	DS FORM.		innation of or	Coul Service	000 13
Print legibly. Tick appropriate boxe 1. PERSONAL INFORMATIO	as) and use separate sheet if necessary. Indica	te N/A if not applicable. DO NO	T ABBREVIATE.		I, CS ID No.		(Do not till up. F	or CSC use only)
2 SURNAME	Mejor							
			-	-		NAME EXTENSION (JR.,	SR)	
FIRST NAME	Sheena							
MIDDLE NAME 3. DATE OF BIRTH	Mendoza							
(mm/dd/yyyy)	13/02/1994	16. CITIZENSHIP		☑ Filipir	10	Dual Citizenship	-	
4. PLACE OF BIRTH	Viga, Catanduanes	If holder of dual citize	enship.			☐ by birth Pls. indicate of	by naturalize by naturalize ountry:	ration
5. SEX	☐ Male	please indicate the o	letails.					~
	Single Married	17. RESIDENTIAL ADDRESS						
6 CIVIL STATUS	☐ Widowed ☐ Separated ☐ Other/s:			e/Block/Lot No			Zone 4 Barangay	
7. HEIGHT (m)	1.58	- Commission	B	aybay City			Leyte	DE E
8. WEIGHT (kg)	47	ZIP CODE	Cit	y/Municipality	-	6521	Province	-
		18. PERMANENT ADDRESS						
9 BLOOD TYPE	At all allows a soft switched	Community Economii	Hous	se/Block/Lot No			Street Zone 4	
10. GSIS ID NO.	N/A	- Lamas MuRi-Proposa C	_	division/Village			Barangay	3710, 100
11. PAG-IBIG ID NO.	N/A	Agricultural Transport of the Control of the Contro		Baybay C ty/Municipality	ity		Leyte Province	Aton with
12. PHILHEALTH NO.	03-05108286710	ZIP CODE		6521	i roma		105 tqx	Chie and
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A					
14. TIN NO.	437-840-761-000	20. MOBILE NO.	09972852982					
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	rojem2013(@gmail.co	<u>om</u>			
II. FAMILY BACKGROUND					is with	N ASIZ		
22. SPOUSE'S SURNAME	Mejor		23. NAME of CHI	LDREN (Write	full name and	list all)	DATE OF BIRT	TH (mm/dd/yyyy)
FIRST NAME	Edgardo	NAME EXTENSION (JR., SR)		Kisses Me	endoza Mejo	or	09/02	2/2017
MIDDLE NAME	Damalerio							
OCCUPATION	Network Controller							
EMPLOYER/BUSINESS NAME	ATI-RTC8							
BUSINESS ADDRESS	Visca, Baybay City, Leyte							
TELEPHONE NO.	563-7635							
24. FATHER'S SURNAME	Mendoza							
FIRST NAME	Rowell	NAME EXTENSION (JR., SR)						
MIDDLE NAME	Calizo							
25. MOTHER'S MAIDEN NAME								
SURNAME	Ogalesco							
FIRST NAME	Brenda							
MIDDLE NAME	Tolon			(Co	ontinue on se	parate sheet if neces	ssary)	
III. EDUCATIONAL BACKS	GROUND							
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGF (Write in full)		PERIOD OF A	TO	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	Buenavista Elementary School	Primary	4	2000	2006	N/A	2006	Valedectorian
SECONDARY	Tambognon National High School	Secondary		2006	2010	N/A	2010	with honors
VOCATIONAL / TRADE COURSE	N/A	N/A		N/A	N/A	N/A	N/A	N/A
COLLEGE	Franciscan Collge of the Immaculate Conception	Bachelor of Science in Business Ar Financial Manager		2011	2016	N/A	2016	with honors
GRADUATE STUDIES	N/A	N/A		N/A	N/A	N/A	N/A	N/A
SIGNATURE	I Gui	(Continue on separate sheet if ne	cessary)	0.4	TF		10/29/2021	

	ERVICE ELIGIB							LOPING	E-111
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE Civil Service-Professional 80.15				DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINA	TION / CONFER	RMENT	LICENSE (if ap	Date of Validity
			80.15	23/10/2016	St. Joseph College, Maa	asin City, So	uthern Leyte	N/A	N/A
				1000					
							10 10		
							scotnett		i kana
	oprise	supplemental Comment		District Control	ince in	IOTIC(N)		line.	Total T
police		HE VIETT							
v	100000	****			man (d)				131.0
V. WORK E	EXPERIENCE		(Co	ntinue on separate shee	it if necessary)				
(Include priv	ate employment.	Start from your recent	work) Description	of duties should b	e indicated in the attached	Work Exper			
28. INCLUSIVE DATES (mm/dd/yyyy) POSITION T (Write in full/Do not			DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format *00-0*)/	STATUS OF APPOINTMENT	GOVT SERVICE	
From	То					INCREMENT	0	(Y/N)	
June 2021	Sept. 27, 2021	Branch Acco		-	conomic Ventures Inc	8,000.00	N/A	Contractual	N
Jan. 2018 Mar. 2016	May 2019 Apr. 2017	Branch Acco		Agricultural Tra	8,000.00 6,000.00	N/A	Permanent Job Order	N	
Aug. 2013	Apr. 2017	Frontline (Train	13,282.00	N/A	Contractual	N	
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		300		A. L. ITTERON	1/6 1		KW.		
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4-2	AM	164	TOTAL			1111			
			/Co	ontinue on separate she	et if necessary)			alation	
SIGNATURE			for		DATE		10/2	29/2021	

S FORM 212 (Revised 2017), Page

29.	NAME & ADDRESS OF (Write in		INCLUSION	VE DATES Iddyyyy)	NUMBER OF HOURS	distribution at	POSITION / NATURE OF WORK	
	N/A	G at C	N/A	N/A	N/A	I homowy s	head of head N/A flore and to flore d	
		ar U			Feenrife pvitr		" dieg bis 2 voic "Not by 50.1 4	
		Sept 100 ISTV					1000 - 10	
		ment banda	ntinue on separate s	sheet if necessary				
		D) INTERVENTIONS/TRAINING I lode only the relevant L&D/training taken for	PROGRAMS AT	TTENDED		rial positions)		
	LEARNING AND DEVELOPMENT IN	ITERVENTIONS/TRAINING PROGRAMS	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/	CONDUCTED/ SPONSORED BY	
	(Write in	mare by 1878, gas details	From	To	Marie Jest	Supervisory/ Technical/etc)	(Write in full)	
Seminar on Fronti	line Services		11/01/2017	11/01/2017	8	Technical	Agricultural Training Institute - Regional Training Center 8	
		ASSESSED TO SERVICE STATE OF THE PERSON STATE	of a lad hors	prtono (1) e	and set yard	priving their	to any officer plantage only and	
		militarii) 2-0			STEEV TOUR TO			
		[0.25)	Tananga ba	dani olar	D empatify july	SER-AST :	Parameter II, Dunium 194	
	for ISI	en Ci es		March 19 and 16	many temporals.	Voucie	unagine rest la minera di pres sulla	
		(September 1971)					The state of the s	
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		and a minimum part	no lo pull n			275	co. art ill alma militaretting tilm set living il	
	400						The second secon	
VIII. OTHER INF	ORMATION	(Co	ntinue on separate s	heet if necessary			AND THE RESERVE TO SERVE THE RESERVE TO SERVE THE RESERVE THE RESE	
31. SPEC	CIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)					33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
Cr	oss Stitching	N/A					N/A	
							LUTRONIC DHA TERRACEURI	
-								
			m I				1 2	
		into geniu	Little Anong	4				
		(Co)	ntinue on separate s	heet if necessary				
S	IGNATURE	furt.			DA	TE	10/29/2021 CS FORM 212 (Revised 2017), Page 3 of 4	

34. Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate					
Bureau or Department where you will be apppointed,					
a. within the third degree?	YES NO				
b. within the fourth degree (for Local Government Unit - Care	☐ YES ☑ NO				
		If YES, give details:			
a House you ever been found with af any administrative offer					
a. Have you ever been found guilty of any administrative offe	nse?	☐ YES ☑ NO			
		If YES, give details:			
b. Have you been criminally charged before any court?		☐ YES ☑ NO			
		If YES, give details:			
		Date Filed:			
House you says been consisted of any single or inter-	the desired of the second of t	Status of Case/s:			
Have you ever been convicted of any crime or violation of any any court or tribunal?	y law, decree, ordinance or regulation by	YES INO			
	If YES, give details:				
Have you ever been separated from the service in any of the		☐ YES ☑ NO			
dropped from the rolls, dismissal, termination, end of term, fin the public or private sector?	lished contract or phased out (abolition) in	If YES, give details:			
A. Have you ever been a candidate in a national or local elect	tion held within the last year (except				
Barangay election)?	and the man and too your to Noopt	☐ YES ☑ NO If YES, give details:			
h Have you registed from the course	three (2) month and all the state of	_			
 b. Have you resigned from the government service during the election to promote/actively campaign for a national or local or 		☐ YES ☑ NO If YES, give details:			
Have you acquired the status of an immigrant or permanent r					
riave you acquired the status of all illiningrant of permanent i	esident of another country?	YES NO			
		If YES, give details (country):			
Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magr	na Carta for Disabled Persons (RA 7277):				
and (c) Solo Parents Welfare Act of 2000 (RA 8972), please a					
Are you a member of any indigenous group?		☐ YES ☑ NO			
		☐ YES ☑ NO If YES, please specify:	./		
Are you a person with disability?		☐ YES ☑ NO			
Are you a solo parent?		If YES, please specify ID No			
Ale you a solo parent?	☐ YES ☑ NO If YES, please specify ID No:				
REFERENCES (Person not related by consanguinity or affinity to applicant					
NAME	ADDRESS	TEL. NO.			
Menchu Sabando	Baybay City, Leyte	560-9887			
Mark Anthony Alinsub	Baybay City, Leyte	563-7590	40		
Annabelle M. Garciano	Baybay City, Leyte	563-7635	-		
I declare under oath that I have personally accomplished this		oct and complete			
statement pursuant to the provisions of pertinent laws, ru					
authorize the agency head/authorized representative to verify		agree that any			
misrepresentation made in this document and its attachme against me.	nts shall cause the filing of administrativ	criminal case/s	PHOTO		
			-		
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)					
PLEASE INDICATE ID Number and Date of Issuance	fryt.				
Government Issued ID: PhilHealth	0.4.				
D/License/Passport No.: 03-051082867-0	Signature (Sign inside the b	DK)			
Date/Place of Issuance: Baybay City, Leyte	Date Accomplished	D.	ght Thumbmark		
			gra insmittan		
SUBSCRIBED AND SWORN to before me this	2 g 2021 Vallingt exhibit	10 his/bar validly issued government ID as	indicated above.		
	ATTY, EDEN B. CH.	VEZ-BUTAWAN			
Doc. No. 421	Notary Public for Province	f Leyte, City of Baybay			
Page No. 421 Book No. UII,	N.C No. B-19-01-04.	February 6, 2019			
Book No. Ul,	Until Decemb	er 31, 2020 ber 31, 20211-B. M. 3703			
Series of 20 m	Person Administering Oal	per 31, 2021)-B:M. 3795 Baybay City, Leyte			
	PTR No. PLS048	149 12/07/20 CS FO	RM 212 (Revised 2017), Page 4		
	IBP No. 13449				
	Roll No.				

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied for.

- 2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed starting with the most recent/present employment
- Duration: June 2021 September 27, 2021
- Position: Branch Accountant
- Name of Office/Unit: Community Economic Ventures Inc.
- Name of Immediate Supervisor: Menchu Sabando
- Name of Agency/Organization and Location: Community Economic Ventures Inc., Baybay City, Leyte
 - Summary of Actual Duties
 - Provides financial information to management by researching and analyzing accounting data; preparing reports. Prepares asset, liability, and capital account entries by compiling and analyzing account information. Documents financial transactions by entering account information and performs other related functions.
- Duration: January 2018 May 2019
- Position: Branch Accountant
- Name of Office/Unit: Lamac Multi-Purpose Cooperative
- Name of Immediate Supervisor: Mark Anthony Alinsub.
- Name of Agency/Organization and Location: Lamac Multi-Purpose Cooperative, Baybay City, Leyte
 - Summary of Actual Duties
 - Provides financial information to management by researching and analyzing accounting data; preparing reports. Prepares asset, liability, and capital account entries by compiling and analyzing account information. Documents financial transactions by entering account information and performs other related functions.
- Duration: March 2016 April 2017
- Position: Administrative Aide
- Name of Office/Unit: Supply
- Name of Immediate Supervisor: Gregorio M. Nuñez
- Name of Agency/Organization and Location: Agricultural Training Institute-Regional Training Center 8, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - Assist in keeping track of the finances of the agency in relation to incoming and outgoing supplies. This
 involves preparation of purchase orders; coordinating the process of purchasing and distribution; and
 comparing purchase orders with invoices to ensure accuracy and performs other related functions.
- Duration: August 2013 April 2017
- Position: Frontline Crew
- Name of Office/Unit: Chowking
- Name of Agency/Organization and Location: Chowking SM North Edsa, Metro Manila
 - Summary of Actual Duties
 - Responsible for food preparation, customer service, and maintaining cleanliness and performs other related functions.

SHEENA M. MEJOR

(Signature over Printed Name of Employee/Applicant)

Date: 10/29/2021