

# 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	GEPIGA			
FIRST NAME	FAITH ANGELYN		NAME EXTENSION (JR., SR)	
MIDDLE NAME	ORACION			
3. DATE OF BIRTH (mm/dd/yyyy)	2/18/2001	16. CITIZENSHIP	FILIPINO	
4. PLACE OF BIRTH	ORMOC CITY	If holder of dual citizenship, please indicate the details.	Pls. indicate country:	
5. SEX	FEMALE			
6. CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS		
			House/Block/Lot No.	Street
			BUENAVISTA	
			Subdivision/Village	Barangay
			BAYBAY CITY	LEYTE
7. HEIGHT (m)	1.5		City/Municipality	Province
8. WEIGHT (kg)	45kg	ZIP CODE		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS		
			House/Block/Lot No.	Street
			BUENAVISTA	
			Subdivision/Village	Barangay
			BAYBAY CITY	LEYTE
10. GSIS ID NO.	N/A		City/Municipality	Province
11. PAG-IBIG ID NO.	1212-7703-0509			
12. PHILHEALTH NO.	13-250344259-4	ZIP CODE		
13. SSS NO.	06-434210-62	19. TELEPHONE NO.	N/A	
14. TIN NO.	776-451-013	20. MOBILE NO.	09474647054	
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	chaorifelatanie@gmail.com	

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			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				
OCCUPATION				

EMPLOYER/BUSINESS NAME							
BUSINESS ADDRESS							
TELEPHONE NO.							
24. FATHER'S SURNAME	GEPIGA						
FIRST NAME	PEDRO	NAME EXTENSION (JR., SR)					
MIDDLE NAME	BALLEJOS						
25. MOTHER'S MAIDEN NAME							
SURNAME	ORACION						
FIRST NAME	JOCELYN						
MIDDLE NAME	ACILO		(Continue on separate sheet if necessary)				
<b>III. EDUCATIONAL BACKGROUND</b>							
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	BAYBAY I CENTRAL SCHOOL	BASIC EDUCATION	6/1/2008	4/1/2013		2013	WITH HONOR
SECONDARY	BAYBAY CITY SENIOR HIGH SCHOOL	HUMANITIES AND SOCIAL SCIENCES	6/1/2013	4/9/2019		2019	WITH HONOR
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF CULTURE AND ARTS EDUCATOON	8/1/2019	8/3/2023		2023	CUM LAUDE
GRADUATE STUDIES							
(Continue on separate sheet if necessary)							
<b>SIGNATURE</b>				<b>DATE</b>	August 25, 2023		

IV. CIVIL SERVICE ELIGIBILITY							
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	
N/A							
(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.							
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	GOV'T SERVICE (Y/ N)
From	To						
1/31/2022	6/11/2022	ADVISOR 1, CUSTOMER SERVICE	CONCENTRIX	13000.00		FULL TIME	N

[illegible]

<i>(Continue on separate sheet if necessary)</i>							
<b>SIGNATURE</b>	<i>fun</i>			<b>DATE</b>	AUGUST 25, 2023		

## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
N/A					


(Continue on separate sheet if necessary)

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

30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
N/A						


(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)
PLAYING KEYBOARD ORGAN		
SKETCHING		

(Continue on separate sheet if necessary)			
<b>SIGNATURE</b>		<b>DATE</b>	<b>AUGUST 25, 2023</b>



<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or 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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p style="text-align: right;">/</p> <p style="text-align: right;">/</p> <p>If YES, give details: _____</p>
<p>35. a. Have you ever been found guilty of any administrative offense?</p>   <p>b. Have you been criminally charged before any court?</p>	<p style="text-align: right;">/</p> <p>If YES, give details: _____</p>
	<p style="text-align: right;">/</p> <p>If YES, give details:</p> <p style="padding-left: 40px;">Date Filed: _____</p> <p style="padding-left: 40px;">Status of Case/s: _____</p>
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p style="text-align: right;">/</p> <p>If YES, give details: _____</p>
<p>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?</p>	<p style="text-align: right;">/</p> <p>If YES, give details: _____</p>
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p style="text-align: right;">/</p> <p>If YES, give details: _____</p>
	<p style="text-align: right;">/</p> <p>If YES, give details: _____</p>
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p>If YES, give details (country): _____</p>
<p>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:</p>	<p style="text-align: right;">/</p>

a	Are you a member of any indigenous group?	If YES, please specify: _____
b	Are you a person with disability?	If YES, please specify ID No: _____
c	Are you a solo parent?	If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
TRIFON PEROS	PLARIDEL, BAYBAY CITY	

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement of the facts stated herein.



PHOTO

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

Government Issued ID: **9157-3583-9489-0341**

ID/License/Passport No.:

Date/Place of Issuance: **JULY 13, 2022**

Signature (Sign inside the box)

**AUGUST 25, 2023**

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

