

CS Form No. 212  
Revised 2017

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

FIRST NAME

MIDDLE NAME

CONCAN  
EUNIQUE SHEEN  
LORICA

NAME EXTENSION (JR., SR)

3. DATE OF BIRTH  
(mm/dd/yyyy)

01/24/1998

16. CITIZENSHIP

☒ Filipino

☐ Dual Citizenship

☐ by birth ☐ by naturalization

Pls. indicate country:

4. PLACE OF BIRTH

SORSOGON CITY

If holder of dual citizenship, please indicate the details.

5. SEX

☐ Male ☒ Female

6 CIVIL STATUS

☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:

7. HEIGHT (m)

1.5m

17. RESIDENTIAL ADDRESS

House/Block/Lot No.

Street

Subdivision/Village

Barangay

CITY/Municipality

Province

OCAB, CAMPESAO  
BORONGAN CITY  
EASTERN SAMAR  
6800

8. WEIGHT (kg)

40kg

18. PERMANENT ADDRESS

House/Block/Lot No.

Street

Subdivision/Village

Barangay

CITY/Municipality

Province

TAN-AWAN  
DOLORES  
EASTERN SAMAR  
6817

9. BLOOD TYPE

UNKNOWN

19. TELEPHONE NO.

NONE

10. GSIS ID NO.

NONE

20. MOBILE NO.

09983551018

11. PAG-IBIG ID NO.

NONE

21. E-MAIL ADDRESS (if any)

CONCANEUNIQUE@GMAIL.COM

12. PHILHEALTH NO.

13-250081520-9

13. SSS NO.

NONE

14. TIN NO.

NONE

15. AGENCY EMPLOYEE NO.

NONE

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME

FIRST NAME

MIDDLE NAME

OCCUPATION

EMPLOYER/BUSINESS NAME

BUSINESS ADDRESS

TELEPHONE NO.

N/A  
N/A  
N/A  
N/A  
N/A  
N/A

23. NAME of CHILDREN (Write full name and list all)

DATE OF BIRTH (mm/dd/yyyy)

N/A  
N/A

24. FATHER'S SURNAME

FIRST NAME

MIDDLE NAME

25. MOTHER'S MAIDEN NAME

SURNAME

FIRST NAME

MIDDLE NAME

CONCAN  
JUAN  
BUNA  
LORICA  
JULIE  
CANON

NAME EXTENSION (JR., SR)

(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)

YEAR GRADUATED

SCHOLARSHIP/ ACADEMIC HONORS RECEIVED

From

To

ELEMENTARY  
TAN-AWAN ELEMENTARY SCHOOL  
N/A  
2007  
2011  
N/A  
2011  
Valedictorian

SECONDARY  
DOLORES NATIONAL HIGH SCHOOL  
N/A  
2011  
2015  
N/A  
2015  
Academic Awardee

VOCATIONAL / TRADE COURSE  
N/A  
N/A  
N/A  
N/A  
N/A  
N/A  
N/A

COLLEGE  
EASTERN SAMAR STATE UNIVERSITY  
BS IN ACCOUNTANCY  
2021  
2024  
N/A  
2024  
Dean's Lister

GRADUATE STUDIES  
N/A  
N/A  
N/A  
N/A  
N/A  
N/A  
N/A

(Continue on separate sheet if necessary)


SIGNATURE

DATE

MAY 8, 2025

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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	N/A	N/A	N/A	N/A	
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)						
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			
	ON-THE-JOB TRAINING	8/14/2023	11/24/2023	400	TECHNICAL	DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
	EXCEL WORKSHOP: COMPUTERIZED ASSISTED AUDIT PROGRAM	2/16/2023	2/16/2023	2	TECHNICAL	EASTERN SAMAR STATE UNIVERSITY
	TAXOLOGY: WORKSHOP/SEMINAR IN TAXATION	3/29/2023	3/29/2023	2	TECHNICAL	EASTERN SAMAR STATE UNIVERSITY
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)			33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	MS OFFICE PROFICIENT					
	COMPUTER LITERATE					
	LEADERSHIP	LEADERSHIP AWARD				
	TEAM MANAGEMENT	SERVICE AWARD				
		MOST PROMISING STUDENT LEADER AWARD				
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	MAY 8, 2025	

34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to 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,  
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?  
  
b. Have you been criminally charged before any court?

☐ YES☒ NO

If YES, give details:  
\_\_\_\_\_

☐ 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:  
\_\_\_\_\_

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?

☐ YES☒ NO

If YES, give details: \_\_\_\_\_

☐ 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  
a. Are you a member of any indigenous group?  
b. Are you a person with disability?  
c. Are you a solo parent?

☐ YES☒ NO

If YES, please specify: \_\_\_\_\_

☐ YES☒ NO

If YES, please specify ID No: \_\_\_\_\_

☐ YES☒ NO

If YES, please specify ID No: \_\_\_\_\_

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

NAME	ADDRESS	TEL. NO.
RONALYN G. CEBREROS, CPA	SONGCO, BORONGAN CITY	09151796718

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:

ID/License/Passport No.:

Date/Place of Issuance:

Signature (Sign inside the box)

Date Accomplished



EUNIQUE SHEEN L. CONCAN

PHOTO

Right Thumbmark

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

Person Administering Oath

