

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	FENIX		
FIRST NAME	KATRINA	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ABANDONADO		
3. DATE OF BIRTH (mm/dd/yyyy)	NOVEMBER 23, 1997	16. CITIZENSHIP	<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	LAMANOC MERIDA LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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	
7. HEIGHT (m)	156cm	ZIP CODE	House/Block/Lot No. Street LAMANOC
8. WEIGHT (kg)	41kg		Subdivision/Village Barangay MERIDA LEYTE
9. BLOOD TYPE			City/Municipality Province 6540
10. GSIS ID NO.			
11. PAG-IBIG ID NO.	1212 0562 5465		
12. PHILHEALTH NO.	13 252179980 7	18. PERMANENT ADDRESS	House/Block/Lot No. Street LAMANOC
13. SSS NO.	06 4003515 0		Subdivision/Village Barangay MERIDA LEYTE
14. TIN NO.	705 520 774		City/Municipality Province 6540
15. AGENCY EMPLOYEE NO.			
19. TELEPHONE NO.			
20. MOBILE NO.		09533500206	
21. E-MAIL ADDRESS (if any)		katrinafenix23@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	NAME EXTENSION (JR., SR)		
MIDDLE NAME			
OCCUPATION			
EMPLOYER/BUSINESS NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME			
FIRST NAME	NAME EXTENSION (JR., SR)		
MIDDLE NAME			
25. MOTHER'S MAIDEN NAME	DELIA ABANDONADO FENIX		
SURNAME	FENIX		
FIRST NAME	DELIA		
MIDDLE NAME	ABANDONADO	(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	MERIDA CENTRAL SCHOOL	ELEMENTARY	2004	2009		2009	
SECONDARY	MERIDA VOCATIONAL SCHOOL	SECONDARY	2009	2013		2013	
VOCATIONAL / TRADE COURSE							
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY ORMOC CITY	BSEd- BIOLOGICAL SCIENCE	2013	2017		2017	
GRADUATE STUDIES	PALOMPON INSTITUTE OF TECHNOLOGY	MAEd- SCIENCE			CAR		

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	

IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(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.

[illegible]

(Continue on separate sheet if necessary)

<i>SIGNATURE</i>		<i>DATE</i>	
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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			
(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			
	INTERGRATING ICT INTO TEACHING AND LEARNING	04/12/2017	13/12/2017	84.0		GEENED. CTC
	GUIDANCE AND COUNSELLING	04/02/2019	04/02/2019	8.0		PROMISEDLAND EDUCATIONAL ACADEMY
	WEBINAR TRAINING ABOUT THE USE AND CURATION OF OPEN EDUCATIONAL RESOOUCES	22/04/2020	22/04/2020	8.0		ICTS-EDUCATIONAL TECHNOLOGY UNIT'S FACEBOOK LIVE
	ORIENTATION ON BEIS DATA GATHERING PROCESS	20/09/2019	20/09/2019	12.0		LEYTE PARK, TACLOBAN LEYTE
	ORIENTATION FOR PRIVAT SCHOOLS ON THE GUIDELINES ON REGULATORY AND	25/09/2019	9/26.2019	48.0		HAIYAN HOTEL, TANUAN LEYTE
	EDUCATION IN THE NEW NORMAL	20/04/2020	21/04/2020	3.0		(WEBINAR)
	TEACH WITH QUIPPER IN THE NEW NORMAL	14/05/2020	14/05/2020	3.0		(WEBINAR)
	LIFE SKILLS, LIFELONG LEARNING AND TECHVOC IN THE NEW NORMAL	08/05/2020	08/05/2020	3.0		(WEBINAR)
	GOOGLE CLASSROOM FOR EDUCATION	07/05/2020	07/05/2020	3.0		(WEBINAR)
	INTRODUCTION OF G SUITE FOR EDUCATION	06/05/2020	06/05/2020	3.0		(WEBINAR)
	Research Ethics: A guide for Graduate Studies	03/10/2020	04/10/2020	5.0		(WEBINAR)
	Biotechnology: Breaking Scientific Limitations	JULY 21 2021	JULY 23 2021	24.0		(WEBINAR - Visayas State University - Main campus)
(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)
	CAN PROOFREAD	COACH IN POETRY (WRITING CONTEST)				YOUNG SCIENTIST GUILD
	CAN DO RESEARCH	COACH IN MTAP CHALLENGE				THE SOWERS
	COMMUNICATION SKILLS	BEST FACILITATOR (1ST RUNNER UP)				BRGY. YOUTH ORGANIZATION
(Continue on separate sheet if necessary)						
SIGNATURE				DATE		

<p>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 Office, 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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <hr/> <p><input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: center;">END OF CONTRACT</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>														
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>MRS. BESIL JANE PUYOS</td> <td>HEAD TEACHER (PUERTO BELLO NATIONAL HIGH SCHOOL)</td> <td>9982791191</td> </tr> <tr> <td>MS. HANA B. NAKAMURA</td> <td>ADMIN (PROMISED LAND EDUCATIONAL ACADEMY)</td> <td>9264397175</td> </tr> <tr> <td>DR. ROLANDO V. MUSCA</td> <td>CAMPUS DIRECTOR (EVSU OCC)</td> <td>9279953327</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	MRS. BESIL JANE PUYOS	HEAD TEACHER (PUERTO BELLO NATIONAL HIGH SCHOOL)	9982791191	MS. HANA B. NAKAMURA	ADMIN (PROMISED LAND EDUCATIONAL ACADEMY)	9264397175	DR. ROLANDO V. MUSCA	CAMPUS DIRECTOR (EVSU OCC)	9279953327		
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<p>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.</p>															
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<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div> <p style="text-align: center; margin-top: 10px;">Person Administering Oath</p>															

PHOTO

Right Thumbmark