

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	NUNEZ		
FIRST NAME	JEROME	JR.	
MIDDLE NAME	BALDOS		
3. DATE OF BIRTH (mm/dd/yyyy)	04/02/1993	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	ALANGALANG LEYTE	If holder of dual citizenship, please indicate the details	
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	REAL House/Block/L of No. Street BINONGTOAN Subdivision/Village Barangay ALANGALANG LEYTE City/Municipality Province 6517
7. HEIGHT (m)	1.7m	18. PERMANENT ADDRESS	REAL House/Block/L of No. Street BINONGTOAN Subdivision/Village Barangay ALANGALANG LEYTE City/Municipality Province 6517
8. WEIGHT (kg)	59kg		19. TELEPHONE NO.
9. BLOOD TYPE	A+	20. MOBILE NO.	06682601287
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	nunezieromejr@gmail.com
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A		
14. TIN NO.	736-627-230		
15. AGENCY EMPLOYEE NO.	N/A		

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.)	N/A	N/A
MIDDLE NAME	N/A		N/A	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	NUNEZ		N/A	N/A
FIRST NAME	JEROME	SR.	N/A	N/A
MIDDLE NAME	NASTOR		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	BALDOS		N/A	N/A
FIRST NAME	BELLA		N/A	N/A
MIDDLE NAME	MAGALLANES		(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	BINONGTOAN CENTRAL SCHOOL	N/A			N/A	N/A	N/A
SECONDARY	ALANGALANG AGRO INDUSTRIAL SCHOOL	N/A			N/A	N/A	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A			N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY (AC)	BACHELOR IN ELEMENTARY EDUCATION			N/A	N/A	N/A
GRADUATE STUDIES	N/A	N/A			N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	May 30, 2025
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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
	LICENSURE EXAMINATION FOR TEACHER	75.8	19/03/2023	SANFERNANDO CENTRAL SCHOOL TACLOBAN CITY	2067224	
	N/A	N/A	N/A	N/A	N/A	N/A

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 "GS-07") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
	From	To						
	04/09/2021	10/05/2021	BILLING SPECIALIST	GENESIS HEALTHCARE SOLUTION	35000.00	N/A	CONTRACTUAL	N/A
	10/01/2024	12/31/2024	GOVERNMENT INTERNSHIP PROGRAM	DOLE	7000.00	N/A	CONTRACTUAL	N/A
	02/04/2025	07/31/2025	GOVERNMENT INTERNSHIP PROGRAM	DOLE	7000.00	N/A	CONTRACTUAL	N/A

[illegible]

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
	N/A	N/A	N/A	N/A	N/A
Nothing Follows					

[illegible]

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Table Tennis	N/A	N/A
Badminton	N/A	N/A
Chess	N/A	N/A
Volleyball	N/A	N/A
Nothing Follows		

SIGNATURE	<i>gib</i>	DATE	May 30, 2025
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WORK EXPERIENCE SHEET

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

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 from most recent first.

- Duration: October 1, 2024 – December 31, 2024
- Position: GIP Intern Administrative Support
- Name of Office/Unit: Sta.fe Leyte
- Immediate Supervisor: Nestor E. Ripalda
- Name of Agency/Organization and Location: Department of Labor and Employment-Government Internship Program/ Sta.fe National High School.

- Summary of Actual Duties

- Provide Administrative support to staff, acting as office aides and assisting with various projects and programs.
- Assisting walk-in clients with inquires.
- Providing general administrative support such as filing, photocopying and other clerical duties.

- Duration: February 4, 2025 – May 31, 2025
- Position: GIP Intern Administrative Support
- Name of Office/Unit: Sta.fe Leyte
- Immediate Supervisor: Nestor E. Ripalda
- Name of Agency/Organization and Location: Department of Labor and Employment-Government Internship Program/ Sta.fe National High School.

- Summary of Actual Duties

- Acting as office aides and assisting with various projects and programs.
- Providing general administrative support such as filing, photocopying and other clerical duties.
- Answering basic inquiries or directing them to appropriate staff.


JEROME B. NUÑEZ JR.

(Signature over Printed Name
of Employee/Applicant)

Date: June 6, 2025