

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	ESTIPONA		
FIRST NAME	KIM	NAME EXTENSION (JR., SR)	
MIDDLE NAME	AVILA		
3. DATE OF BIRTH (mm/dd/yyyy)	MARCH 16,1999	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<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	CALOOCAN CITY, PHILIPPINES		
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 ZIP CODE	
7. HEIGHT (m)	153 CM		
8. WEIGHT (kg)	83 kl		
9. BLOOD TYPE			
10. GSIS ID NO.		18. PERMANENT ADDRESS ZIP CODE	
11. PAG-IBIG ID NO.	121337057172		
12. PHILHEALTH NO.	02-250638943-0		
13. SSS NO.	06-4750353-3		
14. TIN NO.	641607513	19. TELEPHONE NO.	
15. AGENCY EMPLOYEE NO.		20. MOBILE NO.	09686911190
		21. E-MAIL ADDRESS (if any)	khimavila1999@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)	SEAN AKI ESTIPONA QUIMSON	8/30/2018
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	ESTIPONA			
FIRST NAME	ELY	NAME EXTENSION (JR., SR)		
MIDDLE NAME	JIMENA			
25. MOTHER'S MAIDEN NAME				
SURNAME	AVILA			
FIRST NAME	THELMA			
MIDDLE NAME	CAYOBIT		(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	BALORINAY ELEMENTARY SCHOOL		2007	2012	GRADUATE	MARCH 2012	VALEDICTORIAN
SECONDARY	BURAUEN NATIONAL HIGH SCHOOL	GENERAL ACADEMIC STRAND	2013	2018	GRADUATE	APRIL 2018	
VOCATIONAL / TRADE COURSE	ST. CLAIRE POLYTECHNIC SCHOOL OF BURAUEN	FOOD AND BEVERAGE SERVICES	SEPTEMBER 2023	NOVEMBER 2023	GRADUATE	NOVEMBER 2023	RANK 6
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY BURAUEN CAMPUS	BACHELOR OF ELEMENTARY EDUCATION	AUGUST 2019	JUNE 2023	GRADUATE	JUNE 2023	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 25, 2024
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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)

SIGNATURE		DATE	JUNE 25, 2024
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

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

[illegible]


(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)
	COMMUNICATION		N/A		N/A
	LEADERSHIP				
	MANAGEMENT SKILLS				
	FLEXIBLE				
	ADAPTABILITY				
	FLEXIBLE				
	COMPUTER LITERATE				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JUNE 25, 2024
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the 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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div>												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
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?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div>												
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: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>KATHLEEN M. SETOSTA-ALBESA</td><td>BURAUEN,LEYTE</td><td>9392648864</td></tr><tr><td>JED A PIDO</td><td>BURAUEN,LEYTE</td><td>9087366424</td></tr><tr><td>ARTEMIO P. CASPE JR.</td><td>BURAUEN,LEYTE</td><td>9776420026</td></tr></table>		NAME	ADDRESS	TEL. NO.	KATHLEEN M. SETOSTA-ALBESA	BURAUEN,LEYTE	9392648864	JED A PIDO	BURAUEN,LEYTE	9087366424	ARTEMIO P. CASPE JR.	BURAUEN,LEYTE	9776420026
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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.													
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: PRC ID</div> <div>ID/License/Passport No.: 2150626</div> <div>Date/Place of Issuance: FEBRUARY 20, 2024</div>	<div><div></div><div>Signature (Sign inside the box)</div><div>JUNE 25, 2024</div><div>Date Accomplished</div></div> <div><div></div><div>PHOTO</div><div><div></div><div>Right Thumbmark</div></div></div>												
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.													
<div></div> <div>Person Administering Oath</div>													