

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	SERATO		
FIRST NAME	EVE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ASUMBRADO		
3. DATE OF BIRTH (mm/dd/yyyy)	3/3/1999	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	ORMOC CITY		
5. SEX	☐ Male ☒ Female		
6 CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS ZIP CODE	N/A ANDRES BONIFACIO STREET House/Block/Lot No. Street N/A POBLACION ZONE 1 Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province 6521
7. HEIGHT (m)	1.51		
8. WEIGHT (kg)	55		
9. BLOOD TYPE	AB		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	N/A	18. PERMANENT ADDRESS ZIP CODE	N/A ANDRES BONIFACIO STREET House/Block/Lot No. Street N/A POBLACION ZONE 1 Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province 6521
12. PHILHEALTH NO.	13-250654768-0		
13. SSS NO.	34-9453188-1		
14. TIN NO.	739-339-274	19. TELEPHONE NO.	N/A
15. AGENCY EMPLOYEE NO.	N/A	20. MOBILE NO.	+639277246466
		21. E-MAIL ADDRESS (if any)	eserato8@gmail.com

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)		
	MIDDLE NAME	N/A		
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	SERATO			
	FIRST NAME	ROY NAME EXTENSION (JR., SR)		
	MIDDLE NAME	RETANA		
25. MOTHER'S MAIDEN NAME				
	SURNAME	ASUMBRADO		
	FIRST NAME	NENITA		
	MIDDLE NAME	MUÑEZA	(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	SALVACION ELEMENTARY SCHOOL	PRIMARY EDUCATION	6/27/2005	3/20/2011	N/A	2011	FAST ACHIEVER
SECONDARY	MAHAPLAG NATIONAL HIGH SCHOOL	HIGH SCHOOL	6/19/2011	3/19/2015	N/A	2015	N/A
VOCATIONAL /	TESDA	HOUSEKEEPING NCII	4/1/2019	5/30/2019	N/A	2019	N/A
COLLEGE	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	BACHELOR OF ELEMENTARY EDUCATION	6/12/2016	4/8/2020	N/A	2020	ACADEMIC HONOR
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 19, 2023
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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)
WRITING	N/A	ELITE HONDA CLICK OWNER'S ORMOC CITY
ENCODING		
INTERPERSONAL SKILLS		
PUNCTUAL		
WORK UNDER MINIMAL SUPERVISION		
FLEXIBILITY		
TIME MANAGEMENT		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 19, 2023
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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)?	☐ 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 items: 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)													
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>GENEVIEVE T. BACTASA</td><td>BAYBAY CITY</td><td>9450373831</td></tr><tr><td>BOBOY PARAISO</td><td>BAYBAY CITY</td><td>9194911146</td></tr><tr><td>LEOMARTIN HERSALIA</td><td>BAYBAY CITY</td><td>9667001095</td></tr></table>		NAME	ADDRESS	TEL. NO.	GENEVIEVE T. BACTASA	BAYBAY CITY	9450373831	BOBOY PARAISO	BAYBAY CITY	9194911146	LEOMARTIN HERSALIA	BAYBAY CITY	9667001095
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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.													
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Drivers License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: PASSPORT ID/License/Passport No.: P2364350C Date/Place of Issuance: 11/14/2022 DFA TACLOBAN	 Signature (Sign inside the box) April 19, 2023 Date Accomplished  PHOTO Right Thumbmark												
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.													
Person Administering Oath													