

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 () ☐ ☐ 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	CADANO		
FIRST NAME	JONAMAE		NAME EXTENSION (JR., SR)
MIDDLE NAME	ERONG		
3. DATE OF BIRTH (mm/dd/yyyy)	06/01/1997	16. CITIZENSHIP	Pls. indicate country:
4. PLACE OF BIRTH	MAASIN CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	Female		
6. CIVIL STATUS	Single	17. RESIDENTIAL ADDRESS	075 R Garces House/Block/Lot No. Street Purok Tuburan TUNGA-TUNGA Subdivision/Village Barangay MAASIN SOUTHERN LEYTE City/Municipality Province
7. HEIGHT (m)	1.4986	ZIP CODE	6600
8. WEIGHT (kg)	45		
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	075 R.GARCES House/Block/Lot No. Street Purok Tuburan TUNGA-TUNGA Subdivision/Village Barangay MAASIN SOUTHERN LEYTE City/Municipality Province
10. GSIS ID NO.		ZIP CODE	6600
11. PAG-IBIG ID NO.	121216738630		
12. PHILHEALTH NO.	130254338746		
13. SSS NO.	06040572037	19. TELEPHONE NO.	
14. TIN NO.	348185189	20. MOBILE NO.	09355185282
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	jonamaecadano@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)	RAIN JACE CADANO BASAK	10/30/2016
MIDDLE NAME		GIN CHIZEDIC CADANO MAGALLANES	04/03/2019
OCCUPATION		XHIN MIKHAEL CADANO MAGALLANES	08/14/2020
EMPLOYER/BUSINESS NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME	CADANO		
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BALSAMO		
25. MOTHER'S MAIDEN NAME			
SURNAME	ERONG		
FIRST NAME	MARITESS		
MIDDLE NAME	ABUCAYAN		(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	(Write in full)	UCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	MAASIN CENTRAL SCHOOL					2010	
SECONDARY	MAASIN CITY NATIONAL HIGH SCHOOL					2014	
VOCATIONAL / TRADE COURSE	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY	COMPUTER HARDWARE SERVICING NCII, AGRO-ENTREPRENEURSHIP, HANDLING FINANCES, MICROSOFT DIGITAL LITERACY				2015, 2025	
COLLEGE	MAASIN CITY COLLEGE (SLSU)	BACHELOR OF SCIENCE IN PUBLIC ADMINISTRATION	2014	2015	First Year		
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 1, 2025
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[illegible]

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

SIGNATURE		DATE	12/01/2025
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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. ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. SOCIATION/ORGANIZATION (Write in full)
GOOGLE WORKSPACE		
DATA ENTRY		
MICROSOFT OFFICE		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/01/2025
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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p>If YES, give details: _____</p> <p>_____</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>If YES, give details: _____</p> <p>_____</p> <hr style="border: 1px solid blue;"/> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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>If YES, give details: _____</p> <p>_____</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>If YES, give details: _____</p> <p>_____</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>If YES, give details: _____</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>If YES, give details (country): _____</p> <p>_____</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>If YES, please specify: _____</p> <p>If YES, please specify ID 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; text-align: center;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Jocnel Calatrava</td> <td>Tunga-tunga Maasin City</td> <td>09518336403</td> </tr> <tr> <td>Rosalie Escovidal</td> <td>Tunga-tunga Maasin City</td> <td>9264025122</td> </tr> <tr> <td>Barbara Lariosa</td> <td>Rizal, Maasin City</td> <td></td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Jocnel Calatrava	Tunga-tunga Maasin City	09518336403	Rosalie Escovidal	Tunga-tunga Maasin City	9264025122	Barbara Lariosa	Rizal, Maasin City	
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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</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="padding: 2px;">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i></td> </tr> <tr> <td style="width: 30%;">Government Issued ID:</td> <td style="padding: 2px;">BIR TIN</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td style="padding: 2px;">348-185-189</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td style="padding: 2px;">COMBADO, MAASIN CITY</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i>		Government Issued ID:	BIR TIN	ID/License/Passport No.:	348-185-189	Date/Place of Issuance:	COMBADO, MAASIN CITY	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="height: 100px; text-align: center; vertical-align: middle;"> Signature (Sign inside the box) </td> </tr> <tr> <td style="text-align: center;"> 12/01/2025 Date Accomplished </td> </tr> </table> <div style="text-align: right; margin-top: 10px;"> PHOTO </div> <div style="border: 1px solid black; height: 100px; margin-top: 10px; position: relative;"> <div style="position: absolute; bottom: 5px; right: 5px; font-size: 0.8em;">Right Thumbmark</div> </div>	 Signature (Sign inside the box)	12/01/2025 Date Accomplished		
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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; width: 300px; height: 60px; margin: 10px auto; position: relative;"> <div style="position: absolute; bottom: 5px; width: 100%; text-align: center; font-size: 0.8em;">Person Administering Oath</div> </div>													