SIGNATURE

Revised 2017

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 () ind 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** NAME EXTENSION (JR., SR) FIRST NAME JONAMAE MIDDLE NAME FRONG 3. DATE OF BIRTH 16. CITIZENSHIP 06/01/1997 (mm/dd/yyyy) 4. PLACE OF BIRTH MAASIN CITY If holder of dual citizenship, Pls. indicate country: please indicate the details Female 5. SEX 17. RESIDENTIAL ADDRESS 075 R Garces 6 CIVIL STATUS Single House/Block/Lot No Street Purok Tuburan TUNGA-TUNGA Subdivision/Village Barangay MAASIN SOUTHERN LEYTE 1.4986 7. HEIGHT (m) City/Municipalit 8. WEIGHT (kg) 45 ZIP CODE 6600 18. PERMANENT ADDRESS 075 R.GARCES 0+ 9. BLOOD TYPE House/Block/Lot No Purok Tuburan TUNGA-TUNGA 10. GSIS ID NO Subdivision/Village Barangay SOUTHERN LEYTE MAASIN 121216738630 11. PAG-IBIG ID NO. City/Municipality Province 12. PHILHEALTH NO. 130254338746 ZIP CODE 6600 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 FAMILY BACKGROUND 22. SPOUSE'S SURNAME 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) RAIN JACE CADANO BASAK FIRST NAME 10/30/2016 GIN CHIZEDIC CADANO MAGALLANES MIDDLE NAME 04/03/2019 XHIN MIKHAEL CADANO MAGALLANES OCCUPATION 08/14/2020 EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO 24 FATHER'S SURNAME CADANO NAME EXTENSION (JR., SR) FIRST NAME **ANTONIO** MIDDLE NAME **BALSAMO** 25. MOTHER'S MAIDEN NAME **ERONG** SURNAME FIRST NAME **MARITESS** MIDDLE NAME **ABUCAYAN** (Continue on separate sheet if necessary) **EDUCATIONAL BACKGROUND** SCHOLARSHIP/ ACADEMIC PERIOD OF ATTENDANCE IEST LEVEL/ UNITS EARNED 26. UCATION/DEGREE/COURSE YEAR GRADUATED LEVEL (Write in full) (Write in full) HONORS RECEIVED (if not graduated) From То 2010 ELEMENTARY MAASIN CENTRAL SCHOOL SECONDARY MAASIN CITY NATIONAL HIGH SCHOOL 2014 VOCATIONAL / TRADE COURSE TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY 2015, 2025 BACHELOR OF SCIENCE IN PUBLIC ADMINISTRATION MAASIN CITY COLLEGE (SLSU) 2014 2015 COLLEGE First Year GRADUATE STUDIES (Continue on separate sheet if necessary)

December 1, 2025

DATE

	IV. CIVIL SERVICE ELIGIBILITY								
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY (If Applicable)				DATE OF EXAMINATION / CONFERMENT				LICENSE (if ap	Date of Validity
CIVIL SERVICE - PROFESSIONAL 80.			80.45	03/02/2025	Saint Joseph College				validity
THE ESTIMATE									
			(C	ontinue on separate sheet if	necessary)				
V. WORK EX									
		Start from your recent work	() Description of duti	ies should be indicated	d in the attached Work Expe	rience sheet.			
28. INCLU	INCLUSIVE DATES (mm/dd/yyyy) E (Write in full/Do not abbreviate)			NCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/	STATUS OF APPOINTMENT	GOV'T (Y/ N)
From	То	,	,	,	,		INCREMENT		(1/ N)
44349	44816	TEAM LEADER		MANCAO E-CONNE	12000.00		CONTRACTUAL	N	
45170	45310 SALES ASSOCIATE		CIATE	WIP	27000.00		PROJECT BASE	N	
45483	PRESENT	VIRTUAL EXECUTIVE	ASSISTANT	HAPPY	GARDEN USA	21000.00		CONTRACTUAL	N
				ontinue on separate sheet if	necessary)				
SIGNATURE					DATE		12/01/2025		
								CS FORM 212 (Revised	

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		(mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		ntinue on separate s	heet if necessary)			
VII. LEARNING AND DEVELOPMENT (L&D) INTE	RVENTIONS/TRAINING PROGRAM	IS ATTENDED				
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)			d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
LEADERSHIP TRAININ	NG	From 09/20/2021	09/21/2021	8.0	SUPERVISORY	MANCAO E-CONNET BUSINESS SOLUTIONS
Diploma in Operations Manage	ment (Ops)	06/06/2025	06/06/2025	4.0	POSITION / NATURE OF WORK	ALISON
Executive Assistant Mas	stery	06/05/2025	06/05/2025	4.6	POSITION / NATURE OF WORK	ALISON
Legal Administrative Assistan	nt Training	05/08/2025	05/08/2025	4.6	POSITION / NATURE OF WORK	ALISON
Business Concepts, Ideation & the	Business Plan	10/13/2025	45880	16.0	Manegerial	University of the Philippines Open University
	(Cor	ntinue on separate s	heet if necessary)	I	ı	
VIII. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES	32. I-ACADEMIC DISTINCTIONS / RECOGNIT	ION (Write	e in full)			33. SOCIATION/ORGANIZATION (Write in full)
GOOGLE WORKSPACE						
DATA ENTRY						
MICROSOFT OFFICE						
		milinua a	hand if			
SIGNATURE	(Co	ntinue on separate s	neet if necessary)	D.	ATE	12/01/2025

34.	Are you related by consanguinity or affinity to the appointing or					
	chief of bureau or office or to the person who has immediate sup	pervision over you in the Office,				
	Bureau or Department where you will be apppointed,					
	a. within the third degree?					
	b. within the fourth degree (for Local Government Unit - Career	Employees)?				
			If YES, give details	:		
35	a. Have you ever been found guilty of any administrative offense	9?				
33.	,		If YES give details	:		
			ii 120, give detaile	·		
				<u> </u>		
	b. Have you been criminally charged before any court?		10,420			
			If YES, give details: Date Filed:			
			01-1 (0 1-			
	Have you ever been convicted of any crime or violation of any la	www.decree.ordinance.or.regulation.by.anv.court	Status of Case/s.			
36.	or tribunal?	w, decree, ordinance or regulation by any court	If VEC aire dataile			
			If YES, give details	:		
37.	Have you ever been separated from the service in any of the fol from the rolls, dismissal, termination, end of term, finished contr		10/50			
	private sector?	act of phased out (aboution) in the public of	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				
30.	election)?	Thora main are last your (except burshigay	If YES, give details:			
	h Harris and the first the control of the first the first	(2) we allow itself to four the least about a con-	ii 123, give det			
	b. Have you resigned from the government service during the the promote/actively campaign for a national or local candidate?	iree (3)-month period before the last election to	If VEC aire date	nile.		
			If YES, give details:			
39.	Have you acquired the status of an immigrant or permanent res	ident of another country?				
			If YES, give details (country):			
40	D ()	O. d. (v. D. ald. d. D. ann. (DA 7077)				
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Solo Parents Welfare Act of 2000 (RA 8972), please answer the	Carta for Disabled Persons (RA 7277); and (c) following items:				
а	Are you a member of any indigenous group?	ŭ				
	The year a member of any margement group:		If YES, please specify:			
b	Are you a person with disability?					
			If YES, please specify ID No:			
C.	Are you a solo parent?					
			If YES, please specify	ID NO.		
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /app	pointee)				
	NAME	ADDRESS	TEL. NO.			
	Jocenel Calatrava	Tunga-tunga Maasin City	09518336403			
	oocener caratrava	Tungu tungu muusii Sity	00010000400			
	Rosalie Escovidal	Tunga-tunga Maasin City	9264025122			
	Barbara Lariosa	Rizal, Maasin City				
42.	I declare under oath that I have personally accomplished this Pe		I omplete statement			
	,		, p			
				BUOTO		
				РНОТО		
				l ———		
G	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)			1		
P	LEASE INDICATE ID Number and Date of Issuance					
G	overnment Issued ID: BIR TIN					
)/License/Passport No.: 348-185-189	Δ				
l ⊢	· · · · · · · · · · · · · · · · · · ·	х)				
	ate/Place of Issuance: COMBADO, MAASIN CITY		Right Thumbmark			
CUDCCDIDED AND CWODN to before me this						
SUBSCRIBED AND SWORN to before me this , affiant exhibiting his/her validly issued government ID as indicated						
	<u> </u>					
1			I			