

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	TAGOCTOC			
FIRST NAME	SOFIA		NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	TARREGA			
3. DATE OF BIRTH (mm/dd/yyyy)	11/1/1999	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	CARIGARA, LEYTE	If holder of dual citizenship, please indicate the details.		
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	N/A MABINI STREET House/Block/Lot No. Street N/A JUGABAN Subdivision/Village Barangay CARIGARA LEYTE City/Municipality Province 6529	
7. HEIGHT (m)	1.62	18. PERMANENT ADDRESS	N/A MABINI STREET House/Block/Lot No. Street N/A JUGABAN Subdivision/Village Barangay CARIGARA LEYTE City/Municipality Province 6529	
8. WEIGHT (kg)	83		ZIP CODE	
9. BLOOD TYPE	B			
10. GSIS ID NO.	N/A			
11. PAG-IBIG ID NO.	121361355741			
12. PHILHEALTH NO.	13-250440595-1	ZIP CODE	6529	
13. SSS NO.	06-5083472-3	19. TELEPHONE NO.	0533005649	
14. TIN NO.	672300975	20. MOBILE NO.	09927845539 / 09491500736	
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	sofiatagocloc@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) N/A	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	TAGOCTOC			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	NEOG			
25. MOTHER'S MAIDEN NAME				
SURNAME	TARREGA			
FIRST NAME	BLANCA PINKY			
MIDDLE NAME	BACUNAWA		(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	CONGRESSMAN ALBERTO T. AGUJA MEMORIAL CENTRAL SCHOOL	N/A	2006	2012	N/A	2012	9th HONOR
SECONDARY	HOLY CROSS COLLEGE OF CARIGARA	N/A	2012	2016	N/A	2016	N/A
VOCATIONAL / TRADE COURSE	ACLC COLLEGE OF TACLOBAN	TVL ICT - PROGRAMMING	2016	2018	N/A	2018	N/A
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN ELECTRONICS ENGINEERING	2018	2023	N/A	2023	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A


(Continue on separate sheet if necessary)	
SIGNATURE	DATE
	June 23, 2025

IV. CIVIL SERVICE ELIGIBILITY						
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
	CAREER SERVICE EXAMINATION PROFESSIONAL	81.6	6/19/2022	TACLOBAN CITY	N/A	N/A
	ELECTRONICS TECHNICIAN EXAMINATION	78.0	10/21/2024	CEBU CITY	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.

[illegible]

SIGNATURE		DATE	06/23/2025
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES - EVSU STUDENT CHAPTER	2018	2023	N/A	MEMBER

(Continue on separate sheet if necessary)

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

30	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	ALTICE PRODUCT TRAINING	3/24/2025	5/3/2025	248.0	N/A	VIRTUAL STAFFING SOLUTIONS
	TEL CO FRESHER TRAINING	3/17/2025	3/21/2025	40.0	N/A	VIRTUAL STAFFING SOLUTIONS
	INTRODUCTION TO 5G AND THE VISION OF 6G IN THE FUTURE	5/27/2023	5/27/2023	4.0	N/A	INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES
	CELL SITE DESIGN 101: BUILDING FUTURE-PROOF NETWORKS FOR TOMORROW'S CAREERS	5/13/2023	5/13/2023	2.0	N/A	TERRAHERTZ
	BUILDING MANAGEMENT SYSTEM	4/29/2023	4/29/2023	4.0	N/A	INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES
	FROM OUTPUT TO OUTCOMES: ASSESSING THE IMPACT OF DEVELOPMENT PROJECTS	4/20/2023	4/20/2023	4.0	N/A	INNOVATIVE TECHNOLOGY AND MANGEMENT JOURNAL
	VSAT TRAINING AND SOLAR PANEL DESIGN AND INSTALLATION	8/18/2022	8/18/2022	8.0	N/A	DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY

(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)
	DRAWING		N/A		INSTITUTE OF ELECTRONICS ENGINEERS OF THE PHILIPPINES - EVSU STUDENT CHAPTER

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/23/2025
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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)

NAME	ADDRESS	TEL. NO.
JOHN PAUL DUAUIS	JARO, LEYTE	9927845539

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.

PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: PHILSYS ID

ID/License/Passport No.: 2148-7107-4968-2604

Date/Place of Issuance: NOVEMBER 6, 2021

Signature (Sign inside the box)

6/23/2025

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 23rd DAY OF JUNE 2025, affiant exhibiting his/her valid government ID as indicated above.

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SERIES OF 202 5

VALID UNTIL: DECEMBER 31, 2025

ROLL OF ATTORNEYS NO. 10759

PTR NO. 0050732, 01/02/2025 (CARIOARA, LEYTE)

IBP NO. 480046, 12/01/2024 (LEYTE CHAPTER)

MCLE COMPLIANCE NO. VIII-0004977 (11/21/2023)

Person Administering Oath UNTIL 04/14/2026

224 JOSE RIEL ST., BROY, JUCABAN, 6520 CARIOARA, LEYTE

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