

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. If accomplished through own handwriting, tick appropriate boxes (☐) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

I. PERSONAL INFORMATION

1. SURNAME	BAROLA		
2. FIRST NAME	DINA	NAME EXTENSION (JR, SR) N/A	
MIDDLE NAME	SIMBLANTE		
3. DATE OF BIRTH (dd/mm/yyyy)	29/12/1996	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
4. PLACE OF BIRTH	CITY OF MAASIN	If holder of dual citizenship, please indicate the details.	Pls. indicate country:
5. SEX AT BIRTH	<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	NA LARAGA STREET House/Block/Lot No. Street PUROK TAMBIS COMBADO Subdivision/Village Barangay CITY OF MAASIN SOUTHERN LEYTE City/Municipality Province ZIP CODE 6600
7. HEIGHT (m)	1.52	18. PERMANENT ADDRESS	N/A PUROK MOLAVE House/Block/Lot No. Street N/A LARAY Subdivision/Village Barangay MACROHON SOUTHERN LEYTE City/Municipality Province ZIP CODE 6601
8. WEIGHT (kg)	50		19. TELEPHONE NO.
9. BLOOD TYPE	O	20. MOBILE NO.	09632656438
10. UMID ID NO.	011196891559	21. E-MAIL ADDRESS (if any)	dinabarola024@gmail.com
11. PAG-IBIG ID NO.	121270280561		
12. PHILHEALTH NO.	132516874787		
13. PHILSYS NUMBER (PSN):	N/A		
14. TIN NO.	701974464		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (dd/mm/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR, SR)	SEBASTIAN LEVI B. DUARTE	01/05/2024
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	BAROLA			
FIRST NAME	FEDERICO	NAME EXTENSION (JR, SR)		
MIDDLE NAME	GARCES			
25. MOTHER'S MAIDEN NAME				
SURNAME	SIMBLANTE			
FIRST NAME	FILOMENA			
MIDDLE NAME	CANO			
(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	LARAY ELEMENTARY SCHOOL	ELEMENTARY	2003	2009	GRADUATED	2009	N/A
SECONDARY	ICHON NATIONAL HIGH SCHOOL	HIGH SCHOOL	2009	2013	GRADUATED	2013	N/A
VOCATIONAL / TRADE COURSE	THE COLLEGE OF MAASIN	BOOKKEEPING	2025	2025	292 HOURS	2025	NA
COLLEGE	SAINT JOSEPH COLLEGE OF MAASIN	BS BUSINESS ADMINISTRATION MAJOR IN HUMAN RESOURCE DEVELOPMENT MANAGEMENT	2013	2017	COLLEGE GRADUATED	2017	N/A
GRADUATE STUDIES	SAINT JOSEPH COLLEGE OF MAASIN	BS SECONDARY EDUCATION MAJOR IN SOCIAL SCIENCE (18 UNITS)	2023	2023	GRADUATED	2023	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	22/10/2025
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(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Continue on separate sheet if necessary)

22/10/2025

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (dd/mm/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
	From	To		
N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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

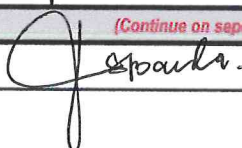
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (dd/mm/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
BOOKKEEPING PROGRAM	01/01/2025	15/02/2025	292	TECHNICAL	THE COLLEGE OF MAASIN & TESDA
FINANCIAL STATEMENT & ANALYSIS 101 W/ THE AID OF MICROSOFT EXCEL FOR ACCOUNTANTS & NON-ACCOUNTANTS	02/09/2024	02/09/2024	4	OTHERS	MCT CONNECT (PRC ACCREDITED TRAINING)
RECEIVING AND RESPONDING TO WORKPLACE COMMUNICATION	21/03/2024	21/03/2024	8	TECHNICAL	TESDA
CAREER DEVELOPMENT & OFFICE SYSTEM ADMINISTRATION IN SCHOOLS	15/03/2024	24/03/2024	80	SUPERVISORY	CPDCFT TRAINING CENTER
INTERNATIONAL SEMINAR ON LEADERSHIP & OFFICE ADMINISTRATION	01/03/2024	10/03/2024	80	SUPERVISORY	CPDCFT TRAINING CENTER
COMPUTER SKILLS DEVELOPMENT TRAINING IMPROVING CLASSROOM LEARNING THRU ICT	15/02/2024	24/02/2024	80	TECHNICAL	CPDCFT TRAINING CENTER
TECHNICAL AND ADVISORY VIST (TAV)	30/05/2023	30/05/2023	8	TECHNICAL	DOLE
OCCUPATIONAL FIRST AID & BLS-CPR/AED TRAINING	05/05/2023	06/05/2023	24	TECHNICAL	PHILIPPINE RED CROSS
SPECIALIZED TRAINING ON GRAPHIC DESIGN USING CANVA FOR WOMEN	05/03/2023	07/03/2023	24	OTHERS	DICT REGION 8

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE



DATE

22/10/2025

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?

☐ YES ☒ NO

b. within the fourth degree (for Local Government Unit - Career Employees) ?

☐ YES ☒ NO

If YES, give details: _____

35. a. Have you ever been found guilty of any administrative offense?

☐ YES ☒ NO

If YES, give details: _____

b. Have you been criminally charged before any court?

☐ 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)?

☐ YES ☒ NO

If YES, give details: _____

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: _____

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, as amended); and (c) Expanded Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:

a. Are you a member of any indigenous group?

☐ YES ☒ NO

If YES, give details: _____

b. Are you a person with disability?

☐ YES ☒ NO

If YES, please specify ID No.: _____

c. Are you a solo parent?

☐ YES ☒ NO

If YES, please specify ID No.: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	OFFICE / RESIDENTIAL ADDRESS	CONTACT NO. AND/OR EMAIL
LENIE TOBE	TACLOBAN CITY	09275589127
LEONILA M. BAROLA	MAASIN CITY, SOUTHERN LEYTE	09175584859
LOURSE E. ORTEGA	MAASIN CITY	09560087386

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, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: PRC ID

ID/License/Passport No.: 2144817

Date/Place of Issuance: MAASIN CITY

Signature: _____
Sign inside the box

NOTARY PUBLIC

Notarial Commission No. 17014-03

Maasin City, Southern Leyte

Until December 31, 2025

Roll of Attorneys at Law



PHOTO



Right Thumbmark

SUBSCRIBED AND SWORN to before me this

Doc. No. 481;
Page No. 98;
Book No. 98;
Series of 70X;

MCLE Compliance No. VIII-0034981
Issued on May 20, 2025
Valid until April 14, 2028
PTR No. 0532524; issued at Maasin City,
on January 02, 2025
Person Administering Oath
IBP Lifetime No. 1080398; December 29, 2017