

# 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 ( ) ☐ d 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	ATANACIO		
FIRST NAME	BERNADINE APRIL		NAME EXTENSION (JR., SR)
MIDDLE NAME	LORA		
3. DATE OF BIRTH (mm/dd/yyyy)	04/03/1990	16. CITIZENSHIP	Pls. indicate country:
4. PLACE OF BIRTH	HILONGOS, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	FEMALE		
6. CIVIL STATUS	MARRIED	17. RESIDENTIAL ADDRESS	Zone5
7. HEIGHT (m)	5.2		House/Block/Lot No. Street
8. WEIGHT (kg)	47.5		Heritage Compound Brgy. Guadalupe
9. BLOOD TYPE	A+		Subdivision/Village Barangay
10. GSIS ID NO.	n/a		City of Baybay Leyte
11. PAG-IBIG ID NO.	n/a		City/Municipality Province
12. PHILHEALTH NO.	n/a		6521
13. SSS NO.	n/a	18. PERMANENT ADDRESS	Purok 2
14. TIN NO.	421-296-804		House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	n/a		Brgy. Milagro
			Subdivision/Village Barangay
			Ormoc, City Leyte
			City/Municipality Province
		19. TELEPHONE NO.	
		20. MOBILE NO.	
		21. E-MAIL ADDRESS (if any)	

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ATANACIO		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARK ATANACIO	NAME EXTENSION (JR., SR)	Asaph Antoine L. Atanacio	03/26/2018
MIDDLE NAME	ROSALES		Abriel Antoine L. Atanacio	09/29/2020
OCCUPATION	FREELANCER			
EMPLOYER/BUSINESS NAME	SELECTED SOLUTIONS PH			
BUSINESS ADDRESS	GUADALUPE, CITY OF BAYBAY			
TELEPHONE NO.	9231490982			
24. FATHER'S SURNAME	DECEASED			
FIRST NAME		NAME EXTENSION (JR., SR)		
MIDDLE NAME				
25. MOTHER'S MAIDEN NAME				
SURNAME	CABRERA			
FIRST NAME	BERNARDITH			
MIDDLE NAME	MARTINEZ		(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	Hilongos South Central School		1996	2001		2001	
SECONDARY	Hilongos National Vocational School		2001	2007		2007	
VOCATIONAL / TRADE COURSE							
COLLEGE		Bachelor of Science in Hotel, Restaurant, & Tourism Management	2007	2012		2012	
GRADUATE STUDIES	Eastern Visayas State University	Master of Education major in Home Economics	2018	PRESENT	39 UNITS		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 11, 2025
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## 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
	Licensure Examination for Teachers		Mar-09	Tacloban City, Leyte	17888269	2025
	Driver's License			City of Baybay	H12-17-003729	2032

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

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

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	
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DATE
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June 11, 2025
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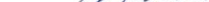
[illegible]

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

[illegible]

## VIII. OTHER INFORMATION

[illegible]

SIGNATURE		DATE	June 11, 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> <p>If YES, give details:</p> <p>Date Filed: _____</p> <p>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;"> <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> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.										
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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 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.</p>														
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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; text-align: center;"> <p>Person Administering Oath</p> </div>														