

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	ANAVESA		
FIRST NAME	GESEL		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	TIMON		
3. DATE OF BIRTH (mm/dd/yyyy)	1/23/1993	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	TALIBON, BOHOL	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	House/Block/Lot No. Street ZONE 5 BRGY. GUADALUPE Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.524	ZIP CODE	6521
8. WEIGHT (kg)	49		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street ZONE 5 BRGY. GUADALUPE Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6521
11. PAG-IBIG ID NO.	1211-5868-2319		
12. PHILHEALTH NO.	13-025313748-8		
13. SSS NO.	06-3655674-0	19. TELEPHONE NO.	N/A
14. TIN NO.	496-127-049	20. MOBILE NO.	0905-856-3920
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	asevanagesel@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	CHRIS LIAM GIE ANAVESA VASQUEZ	8/27/2013
MIDDLE NAME	N/A		PRINCESS NHOVIE ANAVESA VASQUEZ	11/19/2015
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ANAVESA			
FIRST NAME	GENARO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	AUXTERO			
25. MOTHER'S MAIDEN NAME				
SURNAME	TIMON			
FIRST NAME	VICENTA			
MIDDLE NAME	BERMOY			

(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	KATARUNGAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	1999	2005	GRADUATED	2005	3RD HONOR
SECONDARY	UBAY NATIONAL SCIENCE HIGH SCHOOL	HIGH SCHOOL	2005	2009	GRADUATED	2009	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	BS IN HOTEL RESTAURANT AND TOURISM MANAGEMENT BACHELOR OF SCIENCE IN	2009 2017	2013 2018	GRADUATED	2013 2018	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

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(Continue on separate sheet if necessary)

SIGNATURE

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	DATE
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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		
	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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

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			
	FOOD SAFETY AND HYGIENE SEMINAR	5/20/21	5/20/21			PEPTARCUS CORP
	ENTREPRENEURIAL INSTINCT TOWARD BUSINESS RECOVERY	5/3/21	5/4/31			DOT EASTERN VISAYAS
	BRAND MARKETING AND CONTENT CREATION IN SOCIAL MEDIA FOR MSMES	3/1/21	3/3/21			DOT EASTERN VISAYAS
	THE ISO 9001: 2015 AWARENESS AND RE- AWARENESS WEBINAR	11/27/20	11/27/20			VISAYAS STATE UNIVERSITY
	DOCUMENT TRACKING SYSTEM	11/13/20	11/13/20			VISAYAS STATE UNIVERSITY
	HEALTH AND SAFETY GUIDELINES GOVERNING THE OPERATIONS OF ACCOMMODATION ESTABLISHMENT UNDER THE NEW NORMAL	7/28/20	7/29/20			DOT EASTERN VISAYAS
	CLEANING, DISINFECTION AND HYGIENE IN TOURISM HOSPITALITY FACILITIES	7/8/20	7/9/20			DOT EASTERN VISAYAS
	BREAD AND PASTRY NCII	2018	2018			FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION
	INTEGRATION ICT INTO TEACHING AND LEARNING	10/20/18	10/29/18			GEEN ED CTRC
	HOUSEKEEPING NC II	2017	2017			FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION
	N/A	N/A	N/A	N/A	N/A	N/A


(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)
	COOKING		N/A		N/A
	BAKING		N/A		N/A
	COMPUTER LITERATE		N/A		N/A
	N/A		N/A		N/A

(Continue on separate sheet if necessary)

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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
APRIL GAYLE V. CALUNANGAN	GUADALUPE, BAYBAY CITY, LEYTE	9175339495
NANCY B. DUMAGUING	VISCA, BAYBAY CITY, LEYTE	9268014558
VILMA OLLERAS	GABAS, BAYBAY CITY, LEYTE	9286052647
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.) <u>PLEASE INDICATE ID Number and Date</u> Government Issued ID: PRC ID ID/License/Passport No. 1804402 Date/Place of Issuance: 12/16/2019 ORMOC CITY	<div style="text-align: center;">  Signature (Sign inside the box) July 9, 2021 Date Accomplished </div>	<div style="border: 1px solid black; padding: 5px; text-align: center;"> ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size) With full and handwritten name tag and signature over printed name Computer generated or photocopied picture PHOTO </div> <div style="border: 1px solid black; height: 100px; margin-top: 10px;"></div> <div style="text-align: center; margin-top: 5px;">Right Thumbmark</div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div style="border: 1px solid black; width: 200px; height: 40px; margin: 0 auto;"></div> Person Administering Oath		