

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 cases 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. CSC ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME FIRST NAME MIDDLE NAME	ARCAYAN ARJAY MESIAS	(NAME EXTENSION (JR., SR.))	
3. DATE OF BIRTH (mm/dd/yyyy)	6/16/1999	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> By Birth <input type="checkbox"/> By Naturalization If holder of dual citizenship, please indicate the details.
4. PLACE OF BIRTH	ORMOC CITY	House/Block/Lot No. Street	
5. SEX	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Others:	DSWD TAMBULID Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province	
6. CIVIL STATUS		ZIP CODE	6541
7. HEIGHT (m)	1.5	HOUSE NO. 206 Street	
8. WEIGHT (kg)	43	House/Block/Lot No. Street	
9. BLOOD TYPE	O+	DSWD TAMBULID Subdivision/Village Barangay	
10. GSIS ID NO.	N/A	ORMOC CITY LEYTE City/Municipality Province	
11. PAC-/BIG ID NO.	N/A	HOUSE NO. 206 Street	
12. PHILHEALTH NO.	13-026502003-0	House/Block/Lot No. Street	
13. SSS NO.	N/A	DSWD TAMBULID Subdivision/Village Barangay	
14. TIN NO.	N/A	ORMOC CITY LEYTE City/Municipality Province	
15. AGENCY EMPLOYEE NO.	N/A	19. TELEPHONE NO.	N/A
	N/A	20. MOBILE NO.	09512681709
	N/A	21. E-MAIL ADDRESS (if any)	arcayanarj97@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME FIRST NAME MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO.	N/A		23. NAME OF CHILDREN (Write full name and full address)	DATE OF BIRTH (mm/dd/yyyy)
	(NAME EXTENSION (JR., SR.))		N/A	N/A
24. FATHER'S SURNAME FIRST NAME MIDDLE NAME	ARCAYAN CARLITO	(NAME EXTENSION (JR., SR.))		
	LIBAY			
25. MOTHER'S MAIDEN NAME SURNAME FIRST NAME MIDDLE NAME	MANOZA EVELYN MESIAS			

(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 From To	HIGHEST LEVEL (If not graduated)	UNITS EARNED	YEAR GRADUATED	SCHOLARSHIP/ACADEMIC HONORS RECEIVED
ELEMENTARY	LIMAO CENTRAL SCHOOL					2012	MOST COURTEOUS
SECONDARY	ORMOC CITY SENIOR HIGH SCHOOL					2018	WITH HONORS
VOCATIONAL / TRADE COURSE							
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY-ORMOC CITY					2022	QM LAURE, STUDENT ATHLETE OF THE YEAR, GOOD GOVERNANCE AWARD
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE

Arjay Arcayan

DATE

September 2, 2023

[illegible]

(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

DATE

SEPTMBER 2, 2022

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES		NUMBER OF HOURS	POSITION / NATURE OF WORK		
	From	To				
SUPREME STUDENT GOVERNEMENT EVSU - OC	10/1/2021	7/23/2022	12HRS/DAY	CHAIRMAN ON COMMUNICATION AND ARCHIVES		
(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		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
	From	To				
ROTC ADVANCED MILITARY TRAINING	8/9/2018	11/9/2018	12 HOURS A DAY		JOSEPH D BUGAOAN LTC PA COMMANDANT	
TABANG ORMOCANON MOVEMENT	1/4/2022	2/4/2022	12.0		CHRISTIAN KERUEL Y. LAURENTE	
ROTC PROGRAM: A DISASTER PREPAREDNESS WEBINAR FOR WOMEN, CHILDREN, YOUTH, STUDENTS, AND SENIOR CITIZENIZ"	3/7/2022	3/7/2022	6.0		ATTY. TECSON JOHN S. LIM, MNSA	
"PALT ROUND TABLE DISCUSSION"	3.25.2022	3.25.2022	6.0		ROSARIO I. ALONZO, PHD	
"ACING THE LICENSURE EXAMINATION FOR TEACHERS (LET) @ THE LENS OF PAFTE AND LET ACHIEVERS"	3.26.2022	3.26.2022	12.0		JENNIFER A. GORUMBA, ED.D	
"PRE-DEPLOYMENT SEMINAR FOR PRE-SERVICE TEACHERS"	3.31.2022	3.31.2022	12.0		CHERYL B. SABAL	
"ANTI-SEXUAL HARASSMENT ACT"	3.31.2022	3.31.2022	6.0		DELICIA C. INGHUG, PHD	
ROTC CATWALK COMPETITION 2022 ORMOC CITY TRAINING WORKSHOP AND DANCE EXCHANGE OF THE ORMOC CITY LOCALIZED FOLK DANCES	5.23.2022	5.29.2022	10 HOURS A DAY		RICHARD I. GOMEZ, CITY MAYOR	
"IN THE WORLD OF WORK"	3.30.2022	3.30.2022	6.0		LYDIA M. MORANTE, D.A	
STRATEGIC PLANNING: EVSU - OC SSG CONSTITUTION AND BY-LAWS AMENDMENT AND REVISION-SECOND READING	7.18.2022	7.18.2022	13.0		LYRA C. RODRIOGUEZ, MPM	
(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)		
COSPLAY/CRAFTING	2 YEAR CHAMPION: ORMOC CITY COSPLAY CATWALK COMPETITION			OTACU ANIME ALLIANCE - OC		
SONG WRITING	2ND PLACE ACAPELLA SONG COMPOSITION			OCSHS		
BASIC GUITAR						
PAINTING	CHAMPION STUDENT TECHNOLOGIST ENTREPRENEUR OF THE PHILIPPINES: REGIONAL LEVEL					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE		SEPTEMBER 2, 2022

