

# 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	LANZA		
FIRST NAME	APRIL ANNE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	SULIMA		
3. DATE OF BIRTH (mm/dd/yyyy)	5/4/1998	16. CITIZENSHIP  If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	TACLOBAN CITY		
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  ZIP CODE	1330 MABINI House/Block/Lot No. Street SAN ROQUE Subdivision/Village Barangay TANAUAN LEYTE City/Municipality Province 6502
7. HEIGHT (m)	1.50 m.		
8. WEIGHT (kg)	47 kgs.		
9. BLOOD TYPE	O+		
10. GSIS ID NO.	N/A	18. PERMANENT ADDRESS  ZIP CODE	1330 MABINI House/Block/Lot No. Street SAN ROQUE Subdivision/Village Barangay TANAUAN LEYTE City/Municipality Province 6502
11. PAG-IBIG ID NO.	121253945534		
12. PHILHEALTH NO.	13-251009627-8		
13. SSS NO.	06-4322116-5		
14. TIN NO.	390 209 833	19. TELEPHONE NO.	N/A
15. AGENCY EMPLOYEE NO.	N/A	20. MOBILE NO.	09081044375
		21. E-MAIL ADDRESS (if any)	lanzaanneapril@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	LANZA			
FIRST NAME	JAVIER	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	BOCO			
25. MOTHER'S MAIDEN NAME	JENNIFER BOTONA SULIMA			
SURNAME	LANZA			
FIRST NAME	JENNIFER			
MIDDLE NAME	SULIMA		(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	TANAUAN 1 CENTRAL SCHOOL	ELEMENTARY GRADUATE	1/6/2004	3/31/2010	N/A	2010	N/A

SECONDARY	ASSUMPTION ACADEMY	SECONDARY GRADUATE	1/6/2010	8/4/2014	N/A	2014	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A				N/A	
COLLEGE	SAINT PAUL SCHOOL OF PROFESSIONAL STUDIES	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION MAJOR IN FINANCIAL	11/16/2015	7/4/2019	N/A	2019	N/A
GRADUATE STUDIES	N/A	N/A			N/A	N/A	N/A
<i>(Continue on separate sheet if necessary)</i>							
<b>SIGNATURE</b>			<b>DATE</b>		May 21, 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
	NAPOLCOM ENTRANCE EXAMINATION	75.1	7/31/2021	LEYTE NATIONAL HIGH SCHOOL - TACLOBAN CITY	N/A	N/A
	CAREER SERVICE EXAMINATION SUB-PROFESSIONAL	81.28	6/19/2022	LEYTE NORMAL UNIVERSITY - TACLOBAN CITY	N/A	N/A

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)							
SIGNATURE				DATE	05/21/25		

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			
	TECHNICAL TRAINING ON GEOREFERENCING OF FARM PARCELS IN SUPPORT TO THE IMPLEMENTATION OF THE RSBSA	2/23/2023	2/24/2023	16.0	Technical	DEPARTMENT OF AGRICULTURE - RFO 8
	TECHNICAL TRAINING ON NEW RSBSA VERSION 2 PLATFORM	9/10/2023	10/10/2023	16.0	Technical	DEPARTMENT OF AGRICULTURE - RFO 9

(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)
	VERBAL AND NON-VERBAL COMMUNICATION SKILLS		N/A		TACLOBAN CENTENNIAL LEO CLUB
	ACTIVE LISTENING				

CUSTOMER SERVICE		
MANAGEMENT SKILLS		
TRAVELING		
JOGGING AND BIKING		
(Continue on separate sheet if necessary)		
SIGNATURE		DATE
		05/21/25

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.
LUZ P. VALERIANO	TANAUAN LEYTE	0997 190 3779
JOHN MARC H. BROSAS	TACLOBAN CITY	0917 792 5887
MICHAEL RUDOLPH B. FALLE	TACLOBAN CITY	0917 106 2588

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.



APRIL ANNE S. LANZA

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: DRIVER'S LICENSE

ID/License/Passport No.: H02-19-006038

Date/Place of Issuance: LTO BPS TACLOBAN CITY

Signature (Sign inside the box)

MAY 21, 2025

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_, affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath