

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 () 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	GATILLO		NAME EXTENSION (JR, SR)	
FIRST NAME	JAYSON			
MIDDLE NAME	HERBOLINGO			
3. DATE OF BIRTH (mm/dd/yyyy)	7/6/1997	16. CITIZENSHIP	<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	P-2, BRGY. DIAZ, SAN FRANCISCO, SURIGAO DEL NORTE		If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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	
7. HEIGHT (m)	1.7 M		P-2 MAYBOG House/Block/Lot No. Street N/A DIAZ Subdivision/Village Barangay SAN FRANCISCO (ANAO-AON) SURIGAO DEL NORTE City/Municipality Province	
8. WEIGHT (kg)	62 KG		ZIP CODE 8401	
9. BLOOD TYPE	O+		18. PERMANENT ADDRESS	
10. GSIS ID NO.	N/A		P-2 MAYBOG House/Block/Lot No. Street N/A DIAZ Subdivision/Village Barangay SAN FRANCISCO SURIGAO DEL NORTE City/Municipality Province	
11. PAG-IBIG ID NO.	121275257022		ZIP CODE 8401	
12. PHILHEALTH NO.	18-250608693-1		19. TELEPHONE NO. N/A	
13. SSS NO.	4-9761981-0		20. MOBILE NO. 09382997067	
14. TIN NO.	772-010-460-000		21. E-MAIL ADDRESS (if any) jay.gatillo7@gmail.com	
15. AGENCY EMPLOYEE NO.	1661324			

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
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GATILLO			
FIRST NAME	EFREN	NAME EXTENSION (JR, SR)		
MIDDLE NAME	BONILLA			
25. MOTHER'S MAIDEN NAME	FE HERBOLINGO ORTIZ			
SURNAME	GATILLO			
FIRST NAME	FE			
MIDDLE NAME	HERBOLINGO			

(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	DIAZ ELEMENTARY SCHOOL	PRIMARY EDUCATION	6/25/1905	7/1/1905	GRADUATED	2009	DIPLOMA
SECONDARY	SAN NICOLAS HIGH SCHOOL	SECONDARY EDUCATION	7/1/1905	7/5/1905	GRADUATED	2013	DIPLOMA
COLLEGE	CARAGA STATE UNIVERSITY	BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION	7/6/1905	7/9/1905	GRADUATED	2019	DEGREE

(Continue on separate sheet if necessary)

SIGNATURE		DATE	05/15/2023
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

[illegible]

(Continue on separate sheet if necessary)

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

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED		BUSINESS DATES OF		Type of LD
Select 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				


[illegible]








(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	05/15/2023

<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>	<div style="text-align: center;"></div> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: END OF CONTRACT</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> 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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>LUCY H. ARPELLIDA</td> <td>AMPAYON, BUTUAN CITY</td> <td>9479616109</td> </tr> <tr> <td>MARTIN BAUGBOG</td> <td>BUTUAN CITY</td> <td>9109205048</td> </tr> <tr> <td>SHAIRA MAE W. PARDO</td> <td>SUMILIHON, BUTUAN CITY</td> <td>9174737891</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	LUCY H. ARPELLIDA	AMPAYON, BUTUAN CITY	9479616109	MARTIN BAUGBOG	BUTUAN CITY	9109205048	SHAIRA MAE W. PARDO	SUMILIHON, BUTUAN CITY	9174737891
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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: 200px; height: 50px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													

