



IV. CIVIL SERVICE ELIGIBILITY

29.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE	RATING	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	DATE OF RELEASE
	NA	NA	NA	NA		

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE (Include private employment. Start from your current work)

30. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full)	MONTHLY SALARY	SALARY GRADE & STEP INCREMENT (Format "00-0")	STATUS OF APPOINTMENT	GOV'T SERVICE (Yes / No)
From	To						
08 / 22 /2022	06 / 14 /2024	COSTUMER SERVICE REPRESENTATIVE	INITIAL AUTHORIZATIONS, iPloy OPC	P16,000	NA		NO
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(Continue on separate sheet if necessary)

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

31.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	NA	/ /	/ /		
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(Continue on separate sheet if necessary)

VII. TRAINING PROGRAMS (Start from the most recent training.)

32.	TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	CONDUCTED/ SPONSORED BY (Write in full)
		From	To		
	NA	/ /	/ /		
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(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

33.	SPECIAL SKILLS / HOBBIES:	34.	NON-ACADEMIC DISTINCTIONS / RECOGNITION: (Write in full)	35.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	MULTI-TASKING				
	ESSAY WRITING				

(Continue on separate sheet if necessary)

36. Are you related by consanguinity or affinity to any of the following :

a. Within the third degree (for National Government Employees):  
appointing authority, recommending authority, chief of office/bureau/department or person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed?

☐ YES   ☐ NO  
If YES, give details:

b. Within the fourth degree (for Local Government Employees):  
appointing authority or recommending authority where you will be appointed?

☐ YES   ☐ NO  
If YES, give details:

37 a. Have you ever been formally charged?

☐ YES   ☐ NO  
If YES, give details:

b. Have you ever been guilty of any administrative offense?

☐ YES   ☐ NO  
If YES, give details:

38. 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:

39. 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, AWOL or phased out, in the public or private sector?

☒ YES   ☐ NO  
If YES, give details:  
RESIGNATION FROM MY PREVIOUS JOB

40. Have you ever been a candidate in a national or local election (except Barangay election)?

☐ YES   ☐ NO  
If YES, give details:

41. 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?

☐ YES   ☐ NO  
If YES, please specify:

b. Are you differently abled?

☐ YES   ☐ NO  
If YES, please specify:

c. Are you a solo parent?

☐ YES   ☐ NO  
If YES, please specify:

42. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)

NAME	ADDRESS	TEL. NO.
CHRIS ANNE DOTE	LILLOAN, CEBU	09426461043
CINDY HITUTUA	MINGLANILLA, CEBU	09494615469

43. I declare under oath that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.  
  
I also authorize the agency head / authorized representative to verify / validate the contents stated herein. I trust that this information shall remain confidential.

COMMUNITY TAX CERTIFICATE NO.

ISSUED AT

/ /

ISSUED ON (mm/dd/yyyy)

SIGNATURE (Sign inside the box)

06/19/2024

DATE ACCOMPLISHED

RIGHT THUMBMARK

ID picture taken within the last 6 months  
3.5 cm. X 4.5 cm  
(passport size)  
  
Computer generated or xerox copy of picture is not acceptable

PHOTO

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