

## 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	REFORSADO		
FIRST NAME	ARA PEARL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	YAPOC		
3. DATE OF BIRTH (mm/dd/yyyy)	5/13/2000	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	TANAUAN, LEYTE	If holder of dual citizenship, please indicate the details.	Peru ▼
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 _____ CANSAMADA WEST Subdivision/Village _____ Barangay _____ DAGAMI LEYTE City/Municipality _____ Province _____
7. HEIGHT (m)	1.64 M	ZIP CODE	
8. WEIGHT (kg)	65 KG		
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ CANSAMADA WEST Subdivision/Village _____ Barangay _____ DAGAMI LEYTE City/Municipality _____ Province _____
10. GSIS ID NO.	N/A	ZIP CODE	6515
11. PAG-IBIG ID NO.	121303626899		
12. PHILHEALTH NO.	13-250456696-3		
13. SSS NO.	06-4438469-0	19. TELEPHONE NO.	N/A
14. TIN NO.	608-547-701-000	20. MOBILE NO.	09495724262
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	<a href="mailto:arapearlodasrofer132000@gmail.com">arapearlodasrofer132000@gmail.com</a>

## II. FAMILY BACKGROUND

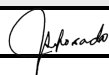
22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	NA
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	REFORSADO			
FIRST NAME	PERLO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	AVILA			
25. MOTHER'S MAIDEN NAME				
SURNAME	YAPOC			
FIRST NAME	ARLINA			
MIDDLE NAME	CUAYZON		(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	DAGAMI SOUTH CENTRAL SCHOOL	PRIMARY EDUCATION	2006	2012	GRADUATED	2012	WITH HONORS
SECONDARY	ST. JOSEPH HIGH SCHOOL OF DAGAMI INC.	JUNIOR HIGH SCHOOL	2012	2016	GRADUATED	2016	WITH HONORS
SECONDARY	TANAUAN NATIONAL HIGH SCHOOL	SENIOR HIGH SCHOOL	2016	2018	GRADUATED	2018	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY-TANAUAN CAMPUS	BACHELOR OF SCIENCE IN HOSPITALITY MANAGEMENT (BSHM)	2018	2022	GRADUATED	2022	CUM LAUDE
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE



DATE

FEBRUARY 10, 2023

[illegible]

**V. WORK EXPERIENCE**  
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

*(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.*

[illegible]

<b>SIGNATURE</b>		<b>DATE</b>	FEBRUARY 10, 2023
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*Apokado*

FEBRUARY 10, 2023

[illegible]

(Continue on separate sheet if necessary)

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

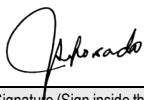
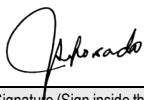
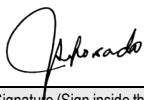
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(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
DRAWING/PAINTING	N/A	N/A
COOKING	N/A	N/A
READING	N/A	N/A
ARTS AND CRAFTS	N/A	N/A
EFFECTIVE COMMUNICATION SKILLS	N/A	N/A
TIME MANAGEMENT SKILLS	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	FEBRUARY 10, 2023
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<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>	<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> <hr/> <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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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>DORETTA CLEOFÉ D. ANIÑON</td> <td>PAWA SAN ROQUE TANAUAN, LEYTE</td> <td>N/A</td> </tr> <tr> <td>ESTEPHANIE JOY ALMODEN</td> <td>VICTORIA DAGAMI, LEYTE</td> <td>0905-613-2004</td> </tr> <tr> <td>CATHY FAYE PEDROSA</td> <td>SAN JUAQUIN PALO, LEYTE</td> <td>N/A</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	DORETTA CLEOFÉ D. ANIÑON	PAWA SAN ROQUE TANAUAN, LEYTE	N/A	ESTEPHANIE JOY ALMODEN	VICTORIA DAGAMI, LEYTE	0905-613-2004	CATHY FAYE PEDROSA	SAN JUAQUIN PALO, LEYTE	N/A
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CATHY FAYE PEDROSA	SAN JUAQUIN PALO, LEYTE	N/A											
<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>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td>NATIONAL I.D</td> </tr> <tr> <td>ID/License/Passport No.:</td> <td>4394-8657-2193-1051</td> </tr> <tr> <td>Date/Place of Issuance:</td> <td>08/25/2021 DAGAMI, LEYTE</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)		PLEASE INDICATE ID Number and Date of Issuance		Government Issued ID:	NATIONAL I.D	ID/License/Passport No.:	4394-8657-2193-1051	Date/Place of Issuance:	08/25/2021 DAGAMI, LEYTE	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">             Signature (Sign inside the box)         </td> </tr> <tr> <td style="text-align: center;">           02/10/23            Date Accomplished         </td> </tr> </table>	 Signature (Sign inside the box)	02/10/23 Date Accomplished
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02/10/23 Date Accomplished													
<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: 300px; height: 60px; margin: 10px auto;"></div> <p style="text-align: center;">Person Administering Oath</p>													

  
 PHOTO

Right Thumbmark