

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	RAMACULA		
FIRST NAME	MARY LILYBERT	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	SEVARE		
3. DATE OF BIRTH (mm/dd/yyyy)	07/02/2001	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	HILONGOS, LEYTE	If holder of dual citizenship, please indicate the details	
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	N/A Purok Balasbas Street N/A Talisay Subdivision/Village Barangay Hilongos Leyte City/Municipality 6524
7. HEIGHT (m)	1.5 m	18. PERMANENT ADDRESS	N/A Purok Balasbas Street N/A Talisay Subdivision/Village Barangay Hilongos Leyte City/Municipality 6524
8. WEIGHT (kg)	40.83 kg	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	N/A	20. MOBILE NO.	09103244442
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	marylilybert@gmail.com
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	13-250489800-1		
13. SSS NO.	N/A		
14. TIN NO.	634-180-699-000		
15. AGENCY EMPLOYEE NO.	N/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	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	RAMACULA		
FIRST NAME	GILBERT		
MIDDLE NAME	UROTIA		
25. MOTHER'S MAIDEN NAME	SEVARE		
SURNAME	SEVARE		
FIRST NAME	TEOFILA		
MIDDLE NAME	VILBAR		

(Continue on separate sheet if necessary)

III. EDUCATIONAL

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	HILONGOS SOUTH CENTRAL SCHOOL	BASIC EDUCATION	06/06/2007	03/10/2013	GRADUATE	2013	N/A
SECONDARY	VISAYAS STATE UNIVERSITY INTEGRATED HIGH SCHOOL	BASIC EDUCATION	06/06/2013	05/31/2019	GRADUATE	2019	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS	08/01/2019	08/03/2023	GRADUATE	2023	MAGNA 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	1/15/2024
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Representative Office

[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	L.R.	DATE	01/14/2024
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Philippine Red Cross	09/04/2017	Present		Volunteer
	Medalla Milagrosa Parish Youth Choir	04/10/2019	Present		Choir Member & Treasurer
	Visayas State University Society of Agribusiness Students	08/14/2021	06/29/2022		Third-Year Representative Officer
	College of Management and Economics- Supreme Student Council	08/01/2022	08/03/2023		Board Member - Committee on Education

VII. LEARNING AND REPERMITS AND INTERVENTION TRAINING PROGRAMS ATTENDED

[illegible]

15. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Proficient in MS Word, MS Powerpoint, and MS Excel	1st Place in Agri-galing sa e-Learning Quiz Bee of Agricultural Training Institute- Regional Training Center VIII	Philippine Red Cross- Hilongos Chapter
Proficient in Canva		Visayas State University Alumni Association, Inc.
Singing		Medalla Milagrosa Parish Youth Choir
Dancing		
Reading		

(Continue on separate sheet if necessary)			
SIGNATURE	A.	DATE	01/15/2024

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?

☐ YES ☒ NO

If YES, give details: _____

b. Have you been criminally charged before any court?

☐ 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)?

☐ YES ☒ NO

If YES, give details: _____

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: _____

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?

☐ YES ☒ NO

If YES, please specify: _____

b. Are you a person with disability?

☐ YES ☒ NO

If YES, please specify ID No: _____

c. Are you a solo parent?

☐ YES ☒ NO

If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
ANA MARIE ROA	HILONGOS, LEYTE	9773970414
KAYE NUDALO	ALBUERA, LEYTE	9457124153



PHOTO

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.

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: **TIN**

ID/License/Passport No.: **634-180-699-000**

Date/Place of Issuance: **09/16/2023**

Signature (Sign inside the box)

Date Accomplished **01/15/2024**

Right Thumbmark

SUBSCRIBED AND SWORN to before me this

01/15/2024

affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. CLYDE LENTH S. LOBEDICA
PUBLIC ATTORNEY III
PURSUANT TO RA NO. 9406
Person Administering Oath