

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	P A L O		
FIRST NAME	MARIA GLOUNESZA NENA		NAME EXTENSION (JR., SR)
MIDDLE NAME	T A H I L		
3. DATE OF BIRTH (mm/dd/yyyy)	05/11/1995	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Maasin City	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:
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	Purok 3 House/Block/Lot No. Street Caligangan Subdivision/Village Barangay Liloan Southern Leyte City/Municipality Province 6612
7. HEIGHT (m)	1.49	18. PERMANENT ADDRESS	Purok 3 House/Block/Lot No. Street Caligangan Subdivision/Village Barangay Liloan Southern Leyte City/Municipality Province 6612
8. WEIGHT (kg)	51		ZIP CODE
9. BLOOD TYPE	O		
10. GSIS ID NO.	NONE		
11. PAG-IBIG ID NO.	NONE		
12. PHILHEALTH NO.	1212-9492-1640	19. TELEPHONE NO.	NONE
13. SSS NO.	08-2706048-5	20. MOBILE NO.	09171894373
14. TIN NO.	487-303-979	21. E-MAIL ADDRESS (if any)	mgntp950511@gmail.com
15. AGENCY EMPLOYEE NO.	NONE		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NONE	NAME EXTENSION (JR., SR)	NONE	NONE
MIDDLE NAME	NONE			
OCCUPATION	NONE			
EMPLOYER/BUSINESS NAME	NONE			
BUSINESS ADDRESS	NONE			
TELEPHONE NO.	NONE			
24. FATHER'S SURNAME	PALO			02/02/1958
FIRST NAME	NESTOR	NAME EXTENSION (JR., SR)		
MIDDLE NAME	GAVIOLA			
25. MOTHER'S MAIDEN NAME				
SURNAME	TAHIL			10-25-1958
FIRST NAME	GLORIA			
MIDDLE NAME	MAGRELOS			(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	CALIGANGAN ELEMENTARY SCHOOL	PRIMARY	2001	2007	GRADE VI	2007	5th Honor
SECONDARY	SAINT IGNATIUS LOYOLA ACADEMY	HIGH SCHOOL	2007	2011	FOURTH YEAR	2011	10th Honor
VOCATIONAL / TRADE COURSE	NONE	NONE	NA	NA	NA	NA	NA
COLLEGE	SOUTHERN LEYTE STATE UNIVERSITY - MAIN CAMPUS	BACHELOR OF SCIENCE IN INDUSTRIAL TECHNOLOGY	2012	2016	GRADUATE	2016	NA
	SOUTHERN LEYTE STATE UNIVERSITY - COLLEGE OF BUSINESS AND MANAGEMENT	BACHELOR OF SECONDARY EDUCATION (Prof. Ed.)	2017	2018	29 units	2018	NA
GRADUATE STUDIES	NONE	NONE					

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 9, 2023
-----------	---	------	--------------

#### IV. CIVIL SERVICE ELIGIBILITY

[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)

<b>SIGNATURE</b>		<b>DATE</b>	June 9, 2023
------------------	---	-------------	--------------

**VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S**[illegible]

(Continue on separate sheet if necessary)

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

[illegible]




(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)
Photography	NA	
SketchUp		
Rendering		
MS Office		
Photo Editing		
Auto CAD		

**(Continue on separate sheet if necessary)**

<b>SIGNATURE</b>		<b>DATE</b>	June 9, 2023
------------------	---	-------------	--------------

<div>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)?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div><input type="checkbox"/> YES<input type="checkbox"/> NO</div><div>If YES, give details:</div></div>												
<div>35. a. Have you ever been found guilty of any administrative offense?  b. Have you been criminally charged before any court?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div><div>Date Filed: <div></div></div><div>Status of Case/s: <div></div></div></div></div>												
<div>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div></div>												
<div>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?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div></div>												
<div>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?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div><div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details:</div></div></div>												
<div>39. Have you acquired the status of an immigrant or permanent resident of another country?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, give details (country):</div></div>												
<div>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?</div>		<div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify: <div></div></div><div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: <div></div></div><div>If YES, please specify ID No: <div></div></div></div>												
<div>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</div> <table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>MARK NEIL PAGHUBASAN</td><td>Nasipit, Agusan del Norte</td><td>9486041524</td></tr><tr><td>SHERYL RUIZ-HERNANDEZ</td><td>PUROK 1 BAY-ANG CABADBARAN, ADN</td><td>9108206300</td></tr><tr><td>JASSER GREG DUROY</td><td>BRGY 2 POBLACION TUBAY, ADN</td><td>9264493898</td></tr></table>			NAME	ADDRESS	TEL. NO.	MARK NEIL PAGHUBASAN	Nasipit, Agusan del Norte	9486041524	SHERYL RUIZ-HERNANDEZ	PUROK 1 BAY-ANG CABADBARAN, ADN	9108206300	JASSER GREG DUROY	BRGY 2 POBLACION TUBAY, ADN	9264493898
NAME	ADDRESS	TEL. NO.												
MARK NEIL PAGHUBASAN	Nasipit, Agusan del Norte	9486041524												
SHERYL RUIZ-HERNANDEZ	PUROK 1 BAY-ANG CABADBARAN, ADN	9108206300												
JASSER GREG DUROY	BRGY 2 POBLACION TUBAY, ADN	9264493898												
<div>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.</div>		<div><div></div><div>PHOTO</div><div><div></div><div>Right Thumbmark</div></div></div>												
<div><div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div><div>Government Issued ID: SOCIAL SECURITY SYSTEM</div><div>ID/License/Passport No.: 08-2706048-5</div><div>Date/Place of Issuance: 11-10-2016 / Butuan City</div></div>	<div><div><div></div><div>Signature (Sign inside the box)</div><div>June 9, 2023</div><div>Date Accomplished</div></div></div>													
<div>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</div> <div><div></div><div>Person Administering Oath</div></div>														