

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 ABREVIATE!**

1. GSIS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	FUERTES		
FIRST NAME	NICOLAS		NAME EXTENSION (JR., SR.)
MIDDLE NAME	OCAÑA		
3. DATE OF BIRTH (mm/dd/yyyy)	03/24/1993	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☒ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	MANGGAHAN, QUEZON CITY	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	☒ Male ☐ Female		
6. CIVIL STATUS	☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	ZONE 3A House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ TOLOSA LEYTE City/Municipality _____ Province _____
7. HEIGHT (m)	1.73	ZIP CODE	6503
8. WEIGHT (kg)	75	18. PERMANENT ADDRESS	ZONE 3A House/Block/Lot No. _____ Street _____ Subdivision/Village _____ Barangay _____ TOLOSA LEYTE City/Municipality _____ Province _____
9. BLOOD TYPE	B+	ZIP CODE	6503
10. GSIS ID NO.	NA	19. TELEPHONE NO.	NA
11. PAG-IBIG ID NO.	121201108025	20. MOBILE NO.	+63981-554-8552
12. PHILHEALTH NO.	130501523152	21. E-MAIL ADDRESS (if any)	nicfuentesjr2020@gmail.com
13. SSS NO.	0631614331		
14. TIN NO.	752257370		
15. AGENCY EMPLOYEE NO.	NA		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	FUERTES		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ABBE DINAH EZRA	NAME EXTENSION (JR., SR.)	COBBE ZANE MACALALAG FUERTES	08/05/2016
MIDDLE NAME	MACALALAG		NICOLAS MACALALAG FUERTES JR.	06/15/2019
OCCUPATION	HOUSEWIFE			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	FUERTES			
FIRST NAME	METODIO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	SANGAN			
25. MOTHER'S MAIDEN NAME				
SURNAME	OCAÑA			
FIRST NAME	CRISTETA			
MIDDLE NAME	SOYOSA			

(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	TELEGRAFO ELEMENTARY SCHOOL	PRIMARY	06/15/199	03/31/2005	GRADUATE	2005	VALEDICTORIAN
SECONDARY	TOLOSA NATIONAL HIGH SCHOOL	SECONDARY	06/05/2005	03/21/2009	GRADUATE	2009	NA
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA	NA	NA	NA
COLLEGE	SOUTHERN LEYTE STATE UNIVERSITY	BACHELOR IN SECONDARY EDUCATION MAJOR IN T.L.E.	06/10/2013	04/03/2018	GRADUATE	NA	NA
GRADUATE STUDIES	NA	NA	NA	NA	NA	NA	NA

(Continue on separate sheet if necessary)

SIGNATURE	DATE	06/10/2022
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[illegible]

V. WORK EXPERIENCE

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

[illegible]

SIGNATURE		DATE	06/10/2022
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

11. 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)
MICROSOFT OFFICE	NA	NA
GOOGLE SUITE		
ENGLISH PROFICIENCY		
COMPUTER HARDWARE SERVICING		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/10/2022
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36. 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: _____

37. a. Have you ever been found guilty of any administrative offense?
b. Have you been criminally charged before any court?

☐ YES ☒ NO
If YES, give details: _____
☐ YES ☒ NO
If YES, give details: _____
Date Filed: _____
Status of Case/s: _____

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 or phased out (abolition) in the public or private sector?

☒ YES ☐ NO
If YES, give details: _____
END OF CONTRACT

40. 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?

☐ YES ☒ NO
If YES, give details: _____
☐ YES ☒ NO
If YES, give details: _____

41. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES ☒ NO
If YES, give details (country): _____

42. 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?

☐ YES ☒ NO
If YES, please specify: _____
☐ YES ☒ NO
If YES, please specify ID No: _____
☐ YES ☒ NO
If YES, please specify ID No: _____

41. REFERENCES (Persons not related by consanguinity or affinity to applicant/appointee)		
NAME	ADDRESS	TEL. NO.
GLENN O. AMPOLOQUIO	SOGOD, SOUTHERN LEYTE	09612401980
NENITA V. FLORES	SOGOD, SOUTHERN LEYTE	09510213025
KIRBY O. CONSAD	BONTOC, SOUTHERN LEYTE	09392480403

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.



PHOTO

Government Issued ID (e.g. Passport, CGS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID:	PRC
ID/License/Passport No.:	1735748
Date/Place of Issuance:	01/21/2019

Signature (Sign inside the box)
06 JUN 2022
Date Accomplished

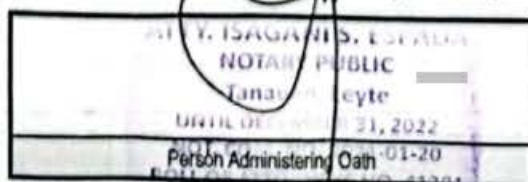


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SUBSCRIBED AND SWORN to before me this

10 JUN 2022

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



Person Administering Oath

PTR NO. 6034147-C1