

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	OLARAN			
FIRST NAME	ORVELL	NAME EXTENSION (JR., SR)		
MIDDLE NAME	DADO			
3. DATE OF BIRTH (mm/dd/yyyy)	11/27/1999	16. CITIZENSHIP	Filipino	
4. PLACE OF BIRTH	PALO, LEYTE	If holder of dual citizenship, please indicate the details.	Pls. indicate country:	
5. SEX	Male			
6 CIVIL STATUS	Single			
7. HEIGHT (m)	1.7 cm	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street	
8. WEIGHT (kg)	75kg		Subdivision/Village	STO NIÑO
9. BLOOD TYPE	O		City/Municipality	LEYTE
10. GSIS ID NO.	N/A		Province	
11. PAG-IBIG ID NO.	N/A	ZIP CODE	6502	
12. PHILHEALTH NO.	13-251004624-6	18. PERMANENT ADDRESS	House/Block/Lot No. Street	
13. SSS NO.	N/A		Subdivision/Village	STO NIÑO
14. TIN NO.	613-316-098-000		City/Municipality	LEYTE
15. AGENCY EMPLOYEE NO.	N/A		Province	
16. CITIZENSHIP		ZIP CODE	6502	
19. TELEPHONE NO.	N/A	20. MOBILE NO.	09052995950	
21. E-MAIL ADDRESS (if any)	orvello27@gmail.com			

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	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	OLARAN			
FIRST NAME	ORLANDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	SONGALIA			
25. MOTHER'S MAIDEN NAME				
SURNAME	DADO			
FIRST NAME	EVELYN			
MIDDLE NAME	BAGUNAS		(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	STO NIÑO ELEMENTARY SCHOOL	ELEMENTARY	2006	2012	N/A	2012	10TH HONOR
SECONDARY	TANAUAN NATIONAL HIGHSCHOOL(JHS)/ASIAN DEVELOPMENT FOUNDATION COLLEGE (SHS)	HIGHSCHOOL	2012	2018	N/A	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	BACHELOR OF SCIENCE IN CIVIL ENGINEERING	2018	2022	N/A	2022	NA
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	May 17, 2024
-----------	---	------	--------------

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

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	IN THE WORLD OF WORK	05/30/2022	5/30/2022	2 HOURS AND 30 MINUTES	TECHNICAL	EASTERN VISAYAS STATE UNIVERSITY/ STUDENT AFFAIRS & SERVICES OFFICE

(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)
	ACTIVE LISTENING		None		NONE
	COMMUNICATION				
	MS OFFICE COMPETENT				
	PROBLEM SOLVING				
	ADAPTABILITY				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	MAY 17, 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)?		If YES, give details: _____	
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?		If YES, give details: _____	
		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?		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?		If YES, give details: _____ RESIGNATION _____	
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?		If YES, give details: _____	
		If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?		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? b. Are you a person with disability? c. Are you a solo parent?		If YES, please specify: _____ If YES, please specify ID No: _____ If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)			
NAME		ADDRESS	
TEL. NO.			
SALAMEN P. MARTIN JR.		TACLOBAN CITY	
9171358353			
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>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: NATIONAL ID</div> <div>ID/License/Passport No.: 4836-4793-0960-2972</div> <div>Date/Place of Issuance: 2/24/2022 / TANAUAN, LEYTE</div>		<div><div><div></div><div>Signature (Sign inside the box)</div><div>May 17, 2024</div><div>Date Accomplished</div></div></div>	
		<div><div><div></div><div>OLARAN, ORVELL D.</div></div><div>Right Thumbmark</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><div>Person Administering Oath</div></div>			