

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	COSIDO			
FIRST NAME	JAMES ANTHONY		NAME EXTENSION (JR., SR)	
MIDDLE NAME	BACALLA			
3. DATE OF BIRTH (mm/dd/yyyy)	08/312000	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship	
4. PLACE OF BIRTH	HILONGOS, LEYTE		<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:	
5. SEX	<input type="checkbox"/> Male <input type="checkbox"/> Female			
6 CIVIL STATUS <input 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	N/A	
		House/Block/Lot Nc	Street	
		N/A	PANGASUGAN	
		Subdivision/Village	Barangay	
7. HEIGHT (m)	1.68	BAYBAY CITY	LEYTE	
8. WEIGHT (kg)	77	City/Municipality	Province	
9. BLOOD TYPE	N/A	6525		
10. GSIS ID NO.	N/A	18. PERMANENT ADDRESS	N/A	
11. PAG-IBIG ID NO.	N/A		House/Block/Lot Nc	Street
12. PHILHEALTH NO.	08-251731229-7		N/A	TABUNOK
13. SSS NO.	06-4625587-9		Subdivision/Village	Barangay
14. TIN NO.	630-803-919-00000	BATO	LEYTE	
15. AGENCY EMPLOYEE NO.	N/A	City/Municipality	Province	
		6519		
		19. TELEPHONE NO.	N/A	
		20. MOBILE NO.	09107746102	
		21. E-MAIL ADDRESS (if any)	jamesanthonycosido@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		
	MIDDLE NAME	NAME EXTENSION (JR., SR)		
	OCCUPATION			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	COSIDO			
	FIRST NAME	ANEJUNE	NAME EXTENSION (JR., SR)	
	MIDDLE NAME	ZARCO		
25. MOTHER'S MAIDEN NAME				
	SURNAME	BACALLA		
	FIRST NAME	GINA		
	MIDDLE NAME	ONLAO		
(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	BATO CENTRAL SCHOOL	ELEMENTARY	06/07/2007	04/05/2013	N/A	2013	THIRD HONOR
SECONDARY	BATO SCHOOL OF FISHERIES	JUNIOR HIGH SCHOOL	06/05/2013	04/06/2017	N/A	2017	WITH HONOR
VOCATIONAL / TRADE COURSE	HILONGOS NATIONAL VOCATIONAL SCHOOL	SENIOR HIGH SCHOOL	06/09/2017	04/05/2019	N/A	2019	WITH HONOR
COLLEGE	VISAYAS STATE UNIVERSITY	COLLEGE	08/04/2019	08/03/2023	N/A	2023	CHED FULL SCHOLAR
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	JANUARY 08, 2024

IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

<i>SIGNATURE</i>		<i>DATE</i>	JANUARY 08, 2024
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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		
	Zea mays Mens Hall Dormitory (Visayas State University)	09/26/2022	06/20/2023	270	Big Brod and Secretary
	PEACE OFFICER IN CHARGE AT DEPARTMENT OF HORTICULTURE (Visayas State University)	10/12/2022	06/15/2023	300	PEACE OFFICER IN CHARGE

(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			
	On- the- Job Training at Rimils Integrated Farm	03/25/2023	05/10/2023	240.0	Student Intern	Mr. Ricardo Bales and Mrs. Milagros Bales
	Summer Practicum (Skills Development)	07/04/2022	08/04/2022	240.0	Student	Dr. Victor B. Asio

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Can do computer work with less supervision such as Ms Word, Excel and PPT	N/A		Member of Horticulture Society at Visayas State University
	Playing Volleyball, Table Tennis, Badminton			Member of University Inter-Dormitory Student Body at Visayas State University

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JANUARY 08, 2024
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to chief of bureau or office or to the person who has immediate supervision over you in the Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO 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?	<input type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input type="checkbox"/> 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?	<input type="checkbox"/> YES <input type="checkbox"/> 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?	<input type="checkbox"/> YES <input type="checkbox"/> 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)? 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?	<input type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____	
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input type="checkbox"/> 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 a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	<input type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, please specify ID No: _____	
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
JAY C. BANSALE Ph. D.	Visayas State University	09489762630
ROSARIO A. SALAS Ph.D.	Visayas State University	09088732033
MALVIN B. DATAN M.Sc.	Visayas State University	09073662793
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: ID/License/Passport No.: Date/Place of Issuance:	<div style="border: 1px solid black; height: 100px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; padding: 5px; text-align: center;">Signature (Sign inside the box)</div> <div style="border: 1px solid black; padding: 5px; text-align: center;">Date Accomplished</div>	<div style="border: 1px solid black; height: 100px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; padding: 5px; text-align: center;">Right Thumbmark</div>
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.		
<div style="border: 1px solid black; width: 100%; height: 50px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; padding: 5px; text-align: center;">Person Administering Oath</div>		

