CS Form No. 212
Revised 2017

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	LADRERA
FIRST NAME	ELY SOPHIA
NAME EXTENSION (JR., SR)	
MIDDLE NAME	KEMPIS
3. DATE OF BIRTH (mm/dd/yyyy)	3/1/2000
4. PLACE OF BIRTH	Tacloban City
5. SEX	☐ Male ☑ Female
6. CIVIL STATUS	☑ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:
7. HEIGHT (m)	162 cm
8. WEIGHT (kg)	54 kg
9. BLOOD TYPE	AB+
10. GSIS ID NO.	N/A
11. PAG-IBIG ID NO.	N/A
12. PHILHEALTH NO.	
13. SSS NO.	N/A
14. TIN NO.	N/A
15. AGENCY EMPLOYEE NO.	N/A
16. CITIZENSHIP	☑ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization
If holder of dual citizenship, please indicate the details.	Pls. indicate country:
17. RESIDENTIAL ADDRESS	House/Block/Lot No.: — Street: 94-A; Subdivision/Village: BASPER; Barangay: —; City/Municipality: TACLOBAN CITY; Province: LEYTE
ZIP CODE	
18. PERMANENT ADDRESS	House/Block/Lot No.: — Street: 94-A; Subdivision/Village: BASPER; Barangay: —; City/Municipality: TACLOBAN CITY; Province: LEYTE
ZIP CODE	
19. TELEPHONE NO.	N/A
20. MOBILE NO.	09454837378
21. E-MAIL ADDRESS (if any)	elysophialadrera@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	
MIDDLE NAME	N/A		
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	LADRERA		
FIRST NAME	ELIZALDE (NAME EXTENSION (JR., SR))		
MIDDLE NAME	AGUIRRE		
25. MOTHER'S MAIDEN NAME			
SURNAME	KEMPIS		
FIRST NAME	EUGENIA		
MIDDLE NAME	ADVINCULA	(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 From	PERIOD OF ATTENDANCE To	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	ST. THERESE EDUCATIONAL FOUNDATION OF TACLOBAN INC.	NURSERY TO GRADE 6	6/1/2004	4/1/2013	N/A	2013	WITH HONORS
SECONDARY	LEYTE NATIONAL HIGH SCHOOL	GRADE 7 TO GRADE 12	6/1/2013	4/1/2019	N/A	2019	WITH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF THE PHILIPPINES TACLOBAN	BACHELOR OF ARTS IN COMMUNICATION ARTS (MEDIA ARTS)	9/5/2019	7/25/2023	N/A	2023	NONE
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 17,2024

IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
Career Service Professional	86.2	3/26/2023	Leyte National High School	N/A	N/A

(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.

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)/& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
From	To						
10/23/2023	present	Online Writer	Richard Bui (Reel Savant YouTube Channel, and other business websites)	16000.00	N/A	Part-time	N/A
9/28/2023	present	Interment Coordinator	Holy Cross Memorial Gardens	500 per service	N/A	Part-time	N/A
10/20/2023	2/9/2024	Online Copywriter	Scale Masters Coaching	27000.00	N/A	Full-time	N/A

(Continue on separate sheet if necessary)

SIGNATURE	Ely Fadrera	DATE	October 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) From	To	NUMBER OF HOURS	POSITION / NATURE OF WORK
Missionary Families of Christ- Kids	10/8/2024	10/9/2024	8 hours	Speaker; Live Life session is a Catholic teaching on family/life
San Jose Parish	5/13/2023	5/13/2023	10 hours	Secretartiat, in charge of registration during the Medical Mission
Leyte National High School- Supreme Student Governement	12/13/2018	12/13/2018	3 hours	Outreach Program

(Continue on separate sheet if necessary)

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

30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) From	To	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
N/A					

(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)
Creative Writing	Mission Volunteer of the Year	*Mission Volunteer* , Missionary Families of Christ
Public Speaking	3rd place, Essay Writing Contest, Division Festival of Talent	*Member* , Children's Musuem and Library Inc.- Alumni Association
Watching films and other forms of art		*Alumna* , UP Ideopraxist
		Vice President, Campus Integrity Crusaders
		Managing Editor, The Leytean

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 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 apppointed, 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: The company decided to downsize.
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? 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 (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Hannah Fabi	**Apartelle 12, Star Mall, Edsa corner Shaw Blvd, Mandaluyong,**	09453110472
Pearly Ann Jervoso	**Lino Gonzaga Avenue, Leyte National High School**	09563978778

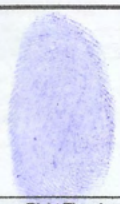
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate 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:	**Driver's Licence**
ID/License/Passport No.:	**H02-22-000003**
Date/Place of Issuance:	**01/03/2022/ Tacloban City**

Signature (Sign inside the box)

October 17, 2024

Date Accomplished



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SUBSCRIBED AND SWORN to before me this 17 OCT 2024, affiant exhibiting his/her validly issued government ID as indicated above.

MARIA SHEILA D[illegible]D
PUBLIC ATTORNEY II
PURSUANT TO R.A. NO. [illegible]
Person Administering Oath