

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. <input type="checkbox"/> 1. CS ID N (Do not fill up. For CSC use only)									
I. PERSONAL INFORMATION									
2. SURNAME	Guillano								
FIRST NAME	Sheinah Camille							NAME EXTENSION (LR, SR)	
MIDDLE NAME	Larido								
3. DATE OF BIRTH (mm/dd/yyyy)	March 28, 2002		16. CITIZENSHIP		Filipino Pls. indicate country:				
4. PLACE OF BIRTH	Naic, Cavite		If holder of dual citizenship, please indicate the details.						
5. SEX	Female								
6. CIVIL STATUS	Single		17. RESIDENTIAL ADDRESS		Sitio Lapdoc				
7. HEIGHT (m)	52		ZIP CODE		House/Block/Lot No. Street				
8. WEIGHT (kg)	45				Buenvista				
9. BLOOD TYPE	N/A				Subdivision/Village Barangay				
10. GSIS ID NO.					Jaro Leyte				
11. PAGIBIG ID NO.					City/Municipality Province				
12. PHILHEALTH NO.			18. PERMANENT ADDRESS		6527				
13. SSS NO.	06-4973968-0		19. TELEPHONE NO.		09634068873				
14. TIN NO.			20. MOBILE NO.		09634068873				
15. AGENCY EMPLOYEE NO.			21. E-MAIL ADDRESS (if any)		guillanosheinahcamille@gmail.com				
II. FAMILY BACKGROUND									
22. SPOUSE'S SURNAME			23. NAME of CHILDREN (Write full name and list all)		DATE OF BIRTH (mm/dd/yyyy)				
FIRST NAME									
MIDDLE NAME									
OCCUPATION									
EMPLOYER/BUSINESS NAME									
BUSINESS ADDRESS									
TELEPHONE NO.									
24. FATHER'S SURNAME	Guillano								
FIRST NAME	Noel								
MIDDLE NAME	Casane								
25. MOTHER'S MAIDEN NAME									
SURNAME	Larido								
FIRST NAME	Lilybeth								
MIDDLE NAME	Regis				(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 GAINED (If not graduated)	YEAR GRADUATED	SCHOLARSHIP / ACADEMIC HONORS RECEIVED		
ELEMENTARY	Jaro I Central School	N/A	From	To		2014	Salutatorian		
SECONDARY	Alangalang National High School	HUMANITIES AND SOCIAL SCIENCES				2020	With Honors		
VOCATIONAL / TRADE COURSE	N/A	N/A							
COLLEGE	Eastern Visayas State University Main Campus	Bachelor of Secondary Education Major in Science				2024	TES		
GRADUATE STUDIES	N/A	N/A							
(Continue on separate sheet if necessary)									
SIGNATURE		SHEINAH CAMILLE GUILLANO			DATE		April 6, 2025		

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)

<i>SIGNATURE</i>		<i>DATE</i>	
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

[illegible][illegible]

(Continue on separate sheet if necessary)

[illegible]

	(Continue on separate sheet if necessary)	
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<i>SIGNATURE</i>		<i>DATE</i>	
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34. Are you related by consanguinity or affinity to the appointing or recommending chief of bureau or office or to the person who has immediate supervision over 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: _____	
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.
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: 2px; text-align: center;">Signature (Sign inside the box)</div> <div style="border: 1px solid black; padding: 2px; text-align: center;">Date Accomplished</div>	<div style="border: 1px solid black; padding: 5px; text-align: center;"> ID picture taken within the last 6 months 4.5 cm. X 3.5 cm (passport size) Computer generated or photocopied picture is not acceptable </div> <div style="text-align: center; margin-top: 10px;">PHOTO</div> <div style="border: 1px solid black; height: 100px; margin-top: 20px;"></div> <div style="text-align: center; margin-top: 5px;">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: 300px; height: 60px; margin: 0 auto;"></div> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 5px;">Person Administering Oath</div>		

Yes/No	Cstat	Gender
Yes	Single	Male
No	Married	Female
	Separated	
	Widowed	