

## 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	LERIOS		
FIRST NAME	ANA MAE JOY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	AWA-AO		
3. DATE OF BIRTH (mm/dd/yyyy)	10/10/1998	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	PLARIDEL, BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. _____ Street _____ NIGAD PLARIDEL Subdivision/Village _____ Barangay _____ BAYBAY LEYTE City/Municipality _____ Province _____ ZIP CODE 6521
7. HEIGHT (m)	1.52 m	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ NIGAD PLARIDEL Subdivision/Village _____ Barangay _____ BAYBAY LEYTE City/Municipality _____ Province _____ ZIP CODE 6521
8. WEIGHT (kg)	65 kg	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	N/A	20. MOBILE NO.	0930-619-3837
10. GSIS ID NO.	N/A	21. E-MAIL ADDRESS (if any)	anamaejoy10@gmail.com
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	01-251081905-3		
13. SSS NO.	N/A		
14. TIN NO.	508-161-987-000		
15. AGENCY EMPLOYEE NO.	N/A		

### 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	LERIOS			
FIRST NAME	ERNESTO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CERILLA			
25. MOTHER'S MAIDEN NAME				
SURNAME	AWA-AO			
FIRST NAME	NORMA			
MIDDLE NAME	NAING			

(Continue on separate sheet if necessary)

### III. EDUCATIONAL BACKGROUND

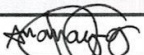
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	PLARIDEL CENTRAL SCHOOL	PRIMARY EDUCATION	06/02/2005	04/09/2011	N/A	2011	N/A
SECONDARY	PLARIDEL NATIONAL HIGH SCHOOL	HIGH SCHOOL	06/02/2011	04/04/2015	N/A	2015	WITH HONOR
VOCATIONAL / TRADE COURSE	FRANCISCAN COLLEGE OF IMMACULATE CONCEPTION, BAYBAY, LEYTE, INC.	FOOD AND BEVERAGES SERVICES	05/06/2019	07/01/2019	N/A	2019	N/A
COLLEGE	SAINT MICHAEL COLLEGE OF HINDANG, LEYTE INC. (SMCHLI)	BACHELOR OF SECONDARY EDUCATION	06/21/2015	03/30/2019	N/A	2019	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)


SIGNATURE		DATE	SEPTEMBER 15, 2022
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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			
	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						
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			
	SUMMER CATECHISTS' SEMINAR WORKSHOP	04/27/2022	04/29/2022	16.0	SPEAKER	STO. NINO DE PLARIDEL PARISH, PLARIDEL, BAYBAY CITY, LEYTE
	PROCESSING FOOD BY SUGAR CONCENTRATION	04/13/2022	04/13/2022	2.0	TECHNICAL	Etesda Division
	PROCESSING FOOD BY SALTING, CURING, AND SMOKING	04/13/2022	04/13/2022	3.0	TECHNICAL	eTESDA Division
	PROCESSING FOOD BY FERMENTATION AND PICKLING	04/13/2022	04/13/2022	3.0	TECHNICAL	eTESDA Division
	PROCESSING FOOD BY DRYING AND DEHYDRATION	04/07/2022	04/07/2022	8.0	TECHNICAL	eTESDA Division
	FRUIT GROWER	04/06/2022	04/06/2022	8.0	TECHNICAL	eTESDA Division
	INTRODUCTION TO FRONT OFFICE SERVICES	04/05/2022	04/05/2022	1.0	TECHNICAL	eTESDA Division
	PREPARING CAKES	04/05/2022	04/05/2022	1.0	TECHNICAL	eTESDA Division
	INTRODUCTION TO FOOD PROCESSING	04/05/2022	04/05/2022	2.0	TECHNICAL	eTESDA Division
	INTRODUCTION TO ORGANIC AGRICULTURE	04/05/2022	04/05/2022	2.0	TECHNICAL	eTESDA Division
	INTRODUCTION TO CONTRACT TRACING	04/05/2022	04/05/2022	2.0	TECHNICAL	eTESDA Division
	INTRODUCTION TO DIGITAL JOURNALISM	05/18/2021	05/18/2021	24.0	TECHNICAL	eREUTERS TRAINING
	PRACTICING COVID-19 PREVENTIVE MEASURES IN THE WORKPLACE	05/19/2019	05/20/2019	16.0	TECHNICAL	eTESDA Division
	PERFORMING SOLID WASTE MANAGEMENT IN THE WORKPLACE	05/19/2019	05/20/2019	16.0	TECHNICAL	eTESDA Division
	FOOD AND BEVERAGE SERVICES NCII	04/02/2019	07/02/2019	356.0	TRAINEE	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION, BAYBAY CITY, LEYTE (TESDA)
	SUMMER CATECHISTS' SEMINAR WORKSHOP	04/02/2019	04/03/2019	16.0	PARTICIPANTS	SAINT MICHAEL THE ARCHANGEL PARISH, MACROHON, SOUTHERN LEYTE
	ANNUAL REGIONAL TEACHING CONGRESS	02/09/2019	02/09/2019	8.0	PARTICIPANTS	VISAYAS STATE UNIVERSITY-TOLOSA LEYTE
	ORIENTATION PROGRAM FOR THE PRE-SERVICE TEACHER	07/29/2018	07/29/2018	8.0	PARTICIPANTS	HINDANG GYMNASIUM/ SAINT MICHAEL COLLEGE OF HINDANG LEYTE INC.
(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)	
	COMPUTER BASIC OPERATIONS	N/A			CATHOLIC WOMEN'S LEAGUE-PLARIDEL UNIT	
	COOKING				SAINT MICHAEL COLLEGE OF HINDANG, LEYTE INC. ALUMNI ASSOCIATION	
	BAKING				PLARIDEL SERVANTS CHOIR	
	ARTS AND CRAFTS				PLARIDEL NATIONAL HIGH SCHOOL ALUMNI ASSOCIATION	
	PLANTING/GARDENING					
	SINGING					
(Continue on separate sheet if necessary)						
SIGNATURE					DATE	SEPTEMBER 15, 2022



<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: <u>FINISHED CONTRACT</u></p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>DR. BENJAMIN P. DALEON</td> <td>MATALOM, LEYTE</td> <td>0919-643-2676</td> </tr> <tr> <td>ROCHELE TAN BITO</td> <td>HILONGOS, LEYTE</td> <td>0917-791-0381</td> </tr> <tr> <td>ADRIANO N. PELICANO</td> <td>BAYBAY CITY, LEYTE</td> <td>0965-855-4376</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	DR. BENJAMIN P. DALEON	MATALOM, LEYTE	0919-643-2676	ROCHELE TAN BITO	HILONGOS, LEYTE	0917-791-0381	ADRIANO N. PELICANO	BAYBAY CITY, LEYTE	0965-855-4376
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<p>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.</p>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p> <p>PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: <u>PRC LICENSE</u></p> <p>ID/License/Passport No.: <u>1937905</u></p> <p>Date/Place of Issuance: <u>08/30/2022 / ORMOC CITY</u></p>	<p style="text-align: center;">               Signature (Sign inside the box)  <u>SEPTEMBER 15, 2022</u>              Date Accomplished           </p>												
<p style="text-align: center;">SUBSCRIBED AND SWORN to before me this <u>SEP 15 2022</u> applicant exhibiting his/her validly issued government ID as indicated above.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 30%;"> <p>DOC. NO. <u>304</u></p> <p>PAGE NO. <u>19</u></p> <p>BOOK NO. <u>1</u></p> <p>SERIES OF <u>2022</u></p> </div> <div style="width: 60%; text-align: center;"> <p style="color: blue; font-weight: bold;">ATTY. KIEFER CLINT L. PETILLA</p> <p style="color: blue; font-weight: bold;">PUBLIC ATTORNEY I</p> <p style="color: blue; font-weight: bold;">Pursuant to R.A. 9406</p> <p style="border: 1px solid black; padding: 2px;">Person Administering Oath</p> </div> </div>													

