

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.

CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	ARIAS		
FIRST NAME	JAMES		
MIDDLE NAME	PADRIGANO		
3. DATE OF BIRTH (mm/dd/yyyy)	11/19/1994	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship
4. PLACE OF BIRTH	MERCEDES EASTERN SAMAR	If holder of dual citizenship, please indicate the details.	☐ by birth ☐ by naturalization
5. SEX	☒ Male ☐ Female		Pts. indicate country
6. CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	1.676	House/Block/Lot No.	Street
8. WEIGHT (kg)	75		62
9. BLOOD TYPE	O	Subdivision/Village	Barangay
10. GSS ID NO.	N/A	TACLOBAN	LEYTE
11. PAG-IBIG ID NO.	N/A	City/Municipality	Province
12. PHILHEALTH NO.	N/A	ZIP CODE	6500
13. SSS NO.	N/A	18. PERMANENT ADDRESS	
14. TIN NO.	N/A	House/Block/Lot No.	Street
15. AGENCY EMPLOYEE NO.	N/A		ANURON
		Subdivision/Village	Barangay
		MERCEDES	EASTERN SAMAR
		City/Municipality	Province
		ZIP CODE	6808
		19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09276843398
		21. E-MAIL ADDRESS (if any)	jamesparias111994@gmail.com

II. FAMILY BACKGROUND

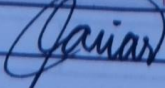
22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR.)	N/A	
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ARIAS			
FIRST NAME	GERARDO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	PAGATPAT			
25. MOTHER'S MAIDEN NAME	MERCELIZA JUANILLO PADRIGANO			
SURNAME	PADRIGANO			
FIRST NAME	MERCELIZA			
MIDDLE NAME	JUANILLO			

(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	MISSIONARY SACRED HEART OF JESUS	ELEMENTARY	2000	2007	N/A	2007	N/A
SECONDARY	SAINT MARY'S ACADEMY OF GUIUAN	HIGHSCHOOL	2007	2011	N/A	2011	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	LEYTE NORMAL UNIVERSITY	BACHELOR OF ARTS IN POLITICAL SCIENCE	2011	2015	N/A	2015	N/A
GRADUATE STUDIES	DR. VICENTE ORESTEZ ROMUALDEZ EDUCATIONAL FOUNDATION	JURIS DOCTOR	2015	2019	N/A	2019	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JULY 03, 2022
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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]

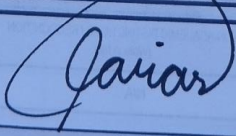
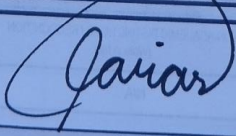
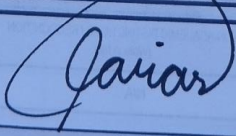
(Continue on separate sheet if necessary)

SIGNATURE

Jain

DATE _____

JULY 03, 2022

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)?	☐ YES ☒ NO ☐ YES ☒ 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?	☐ YES ☒ NO If YES, give details: _____ ☐ 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: <u>RESIGNATION</u>												
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?	☐ YES ☒ NO If YES, give details: _____ ☐ 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)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>ATTY. EDSON PICZON</td><td>LEYECO II, REAL ST. TACLOBAN CITY</td><td>09778375329</td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	ATTY. EDSON PICZON	LEYECO II, REAL ST. TACLOBAN CITY	09778375329						
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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.													
<table><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: <u>VOTER'S ID</u></td></tr><tr><td>ID/License/Passport No.: <u>2616-0006B-K1994JPA10000</u></td></tr><tr><td>Date/Place of Issuance: <u>MERCEDES EASTERN SAMAR</u></td></tr></table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: <u>VOTER'S ID</u>	ID/License/Passport No.: <u>2616-0006B-K1994JPA10000</u>	Date/Place of Issuance: <u>MERCEDES EASTERN SAMAR</u>	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>JULY 03 2022</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	JULY 03 2022	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this <u>6th July 2022</u> at _____, applicant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td>ATY. ELIGIO P. DETILVA</td></tr><tr><td>COMM. No. 2022-04-03</td></tr><tr><td>NOTARY PUBLIC FOR TACLOBAN CITY</td></tr><tr><td>& LEYTE W/N RTC TAC. JURIS</td></tr><tr><td>UNTIL DECEMBER 31, 2023</td></tr><tr><td>2F MELECOYAN BUILDING T.C.</td></tr><tr><td>Roll No. 34881 / 05-30-87</td></tr><tr><td>PTR No. 6095912 / 02-04-22 / PALO, LEYTE</td></tr><tr><td>IBP No. 192161 / 01-24-22</td></tr></table>		ATY. ELIGIO P. DETILVA	COMM. No. 2022-04-03	NOTARY PUBLIC FOR TACLOBAN CITY	& LEYTE W/N RTC TAC. JURIS	UNTIL DECEMBER 31, 2023	2F MELECOYAN BUILDING T.C.	Roll No. 34881 / 05-30-87	PTR No. 6095912 / 02-04-22 / PALO, LEYTE	IBP No. 192161 / 01-24-22			
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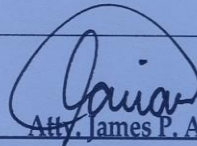
WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: August 2016-August 2017
- Position: Paralegal
- Immediate Supervisor: Atty. Edson Piczon

- Summary of Actual Duties
 - Responsible for the management of the caseload of my immediate supervisor;
 - Organized legal requirements for cases that demand prompt compliance;
 - Assist in the handling of cases from various clients before, during, and subsequent progress of the cases, such as but not limited to criminal, administrative, civil, election cases and labor disputes;
 - Responsible in handling, preparing, legal researching, and drafting pleadings.
 - Responsible in filing pleadings in judicial, quasi-judicial and administrative agencies.
 - Responsible in compiling, submitting, and renewal of notarial documents and commission.



Atty. James P. Arias

(Signature over Printed Name
of Employee/Applicant)

Date: July 3, 2022