

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.

I. PERSONAL INFORMATION

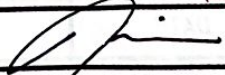
2. SURNAME	CAMASIN		
FIRST NAME	MA. ASHLEY	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	ESTUDILLO		
3. DATE OF BIRTH (mm/dd/yyyy)	03/08/2000	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: N/A
4. PLACE OF BIRTH	TACLOBAN CITY, 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	D'PROMISE BAORDING HOUSE SALAZAR ST. House/Block/Lot No. Street QUARRY DISTRICT 43-A Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province 6500
7. HEIGHT (m)	1.51	ZIP CODE	6500
8. WEIGHT (kg)	42	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A BAGACAY EAST Subdivision/Village Barangay LA PAZ LEYTE City/Municipality Province 6508
9. BLOOD TYPE	O	ZIP CODE	6508
10. GSIS ID NO.	N/A	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	121312043287	20. MOBILE NO.	09457639207 / 09922793519
12. PHILHEALTH NO.	132506241530	21. E-MAIL ADDRESS (if any)	ashleycamasin03@gmail.com
13. SSS NO.	06-4511480-1		
14. TIN NO.	619-979-585-00000		
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	N/A	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	CAMASIN			
FIRST NAME	JASON	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	TAPACION			
25. MOTHER'S MAIDEN NAME	MARITES DE LA CERNA ESTUDILLO			
SURNAME	CAMASIN			
FIRST NAME	MARITES			
MIDDLE NAME	ESTUDILLO			

III. EDUCATIONAL BACKGROUND

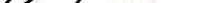
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (If not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	LA PAZ CENTRAL SCHOOL	ELEMENTARY EDUCATION	2006	2012	N/A	2012	4TH HONORS
SECONDARY	EASTERN VISAYAS STATE UNIVERSITY SAINT PAUL SCHOOL SCHOOL OF PROFESSIONAL STUDIES	JUNIOR HIGH SCHOOL SENIOR HIGH SCHOOL	2012 2016	2016 2018	N/A	2016 2018	4th HONORS WITH HIGH HONORS
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF THE PHILIPPINES VISAYAS TACLOBAN COLLEGE	BACHELOR OF SCIENCE IN MANAGEMENT	2018	2022	N/A	2022	N/A
GRADUATE STUDIES	DR. V. ORESTES ROMUALDEZ EDUCATIONAL FOUNDATION, INC.	JURIS DOCTOR	2022	PRESENT	58 UNITS	N/A	N/A

SIGNATURE		DATE	04/22/2024
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V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	04/22/2024
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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)?

35. a. Have you ever been found guilty of any administrative offense?
b. Have you been criminally charged before any court?

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

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?

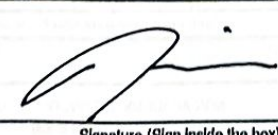


38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?
b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?

39. Have you acquired the status of an immigrant or permanent resident of another 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?

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
GIL CHRISTIAN T. CENTINA	BASEY, SAMAR	(+63)9369097045
NOEL B. ELIZAGA, PH. D.	TACLOBAN CITY, LEYTE	(+63)9275464409
SHANIA BELLE H. GAMEZ	TACLOBAN CITY, LEYTE	(+63)9617495970

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	 Signature (Sign inside the box) 04/22/2024 Date Accomplished	 MA. ASHLEY E. CAMASIN
Government Issued ID: PASSPORT		
ID/License/Passport No.: P5050169C		
Date/Place of Issuance: 08/19/2023 DFA TACLOBAN		
		 Right Thumbmark

SUBSCRIBED AND SWORN to before me this 22 APR 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. ERIC L. DE KEYRA, JR.
NOTARY PUBLIC
NC No. 2023-01-D-000012-31-24
Person Administering Oath
FOR REC'D OF TACLOBAN CITY
ROLE OF ATTORNEYS No. 75166
TACLOBAN CITY PTR No. 8493394, 01-09-24
IBP O.R No. 118097, 01-12-24

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: 01 FEBRUARY 2023 – 15 MARCH 2024
- Position: SALES ADMINISTRATION ASSOCIATE / CASHIER
- Name of Office/Unit: ORIX METRO LEASING AND FINANCE CORPORATION – PALO MEGA BRANCH
- Immediate Supervisor: ANGELIE V. BACATAN / RYAN JOY A. BLANZA
- Name of Agency/Organization and Location: ORIX METRO LEASING AND FINANCE CORPORATION – 2nd FLOOR, BLDG. B, METROBANK CENTER, BRGY. LUNTAD, PALO, LEYTE
- List of Accomplishments and Contributions (if any)
 - N/A
- Summary of Actual Duties
 - Reviews Availment Sheet and its relevant attachments prior to preparation of loan documents.
 - Reviews and ensures that all required documents are correct and complete.
 - Monitors signing of loan documents and submission of dealer documents.
 - Execution of account and request of proceeds.
 - Prepares the registration of Promissory Note with Chattel Mortgage (PNCM) and LTO OR/CR for annotation or encumbrance.
 - Prepares monthly execution reports.
 - Prepares Release of Chattel Mortgage (ROCM) or Deed of Absolute Sale (DOAS) for fully paid or terminated accounts.
 - Monitors RD cancellation of PNCMs and transfer of ownerships.
 - Prepares and reviews Post-Dated Checks for Deposit, pull out/hold check requests.
 - Generates Official Receipts for clients' monthly amortizations.
 - Monitors Petty Cash Fund and Revolving Cash Fund including its disbursements and replenishment.
 - Prepares Daily Collection and Disbursement Reports, Monthly Transaction Summaries, and monitoring for number of PDCs received for the Month.
 - Conducts inventory of Post-Dated Checks in Safety Deposit Box.


MA. ASHLEY E. CAMASIN

Date: 04/22/2024