

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 box ☐ and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1 CS ID No.

I. PERSONAL INFORMATION

2. SURNAME	CAINTIC		
FIRST NAME	JOHN PAOLO		NAME EXTENSION (JR., SR): N/A
MIDDLE NAME	ALKUINO		
3. DATE OF BIRTH (mm/dd/yyyy)	05/26/1994	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input checked="" type="checkbox"/> Male <input 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. Sitio Hinubigon, Brgy. San Isidro, Subdivision/Village Baybay City, Leyte City/Municipality 6521
7. HEIGHT (m)	1.72 m	ZIP CODE	
8. WEIGHT (kg)	100 Kg		
9. BLOOD TYPE	B	18. PERMANENT ADDRESS	House/Block/Lot No. Sitio Hinubigon, Brgy. San Isidro, Subdivision/Village Baybay City, Leyte City/Municipality 6521
10. GSIS ID NO.	2005349154	ZIP CODE	6521
11. PAG-IBIG ID NO.	1212-0143-5618		
12. PHILHEALTH NO.	13-025370200-2		
13. SSS NO.	N/A	19. TELEPHONE NO.	None
14. TIN NO.	480-310-194	20. MOBILE NO.	0936-113-5294 ; 0920-119-8278
15. AGENCY EMPLOYEE NO.	6298003	21. E-MAIL ADDRESS (i)	jpcaintic26@gmail.com ; johnpaolo.caintic@depd.gov.ph

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	None
MIDDLE NAME	N/A		N/A
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	CAINTIC		
FIRST NAME	WILLIAM	NAME EXTENSION (JR., SR) : N/A	
MIDDLE NAME	OLMEDO		
25. MOTHER'S MAIDEN NAME	DOLORES DAFFON ALKUINO		
SURNAME	ALKUINO		
FIRST NAME	DOLORES		
MIDDLE NAME	DAFFON		

(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	BAYBAY II CENTRAL SCHOOL	ELEMENTARY DIPLOMA	2000	2006	N/A	2006	WITH HIGH HONORS
SECONDARY	VISAYAS STATE UNIVERSITY LABORATORY HIGH SCHOOL	HIGH SCHOOL DIPLOMA	2006	2010	N/A	2010	None
VOCATIONAL / TRADE COURSE	None	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SOUTHERN LEYTE STATE UNIVERSITY	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY	2010	2011	15 units	N/A	None
	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGRIBUSINESS	2011	2015	N/A	2015	None
	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	BACHELOR OF SECONDARY EDUCATION	2020	2021	9 units	N/A	N/A
GRADUATE STUDIES	SAINT PAUL SCHOOL OF PROFESSIONAL STUDIES	JURIS DOCTOR	2023	Present	25 units	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE	<i>John Paolo Caintic</i>	DATE	05/24/2024
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IV. CIVIL SERVICE ELIGIBILITY

IV. CIVIL SERVICE ELIGIBILITY					LICENSE (If applicable)	
27	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	NUMBER	DATE OF VALIDITY
	CAREER SERVICE ELIGIBILITY - PROFESSIONAL	82.51	April 17, 2016/May 27, 2016	Eastern Visayas State University, Tacloban City, Leyte	N/A	N/A
	NON-PROFESSIONAL DRIVER'S LICENSE	N/A	4/17/2024	LTO Baybay District Office, Baybay City, Leyte	H12-16- 002041	May 26, 2034

(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

DATE _____

05/24/2029

VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
	From	To		
None	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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

(Start from the most recent L&D training program and include only the relevant L&D training taken for the last five (5) years for Division Chief/Executive/Managerial positions)

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			
Law for Good: Empowering Social Responsibility in the Legal Profession	11/03/2023	11/04/2023	8	Diversity, Equity, Inclusion, and Belonging Training	Association of Law Students of the Philippines Visayas
Hands-on Training on the Preparation and Processing of Payroll	08/22/2022	08/23/2022	16	Systems Training	Department of Education - Regional Office VIII
Orientation and Hands-on Training on Payroll System and Loan Verification	08/02/2022	08/03/2022	16	Systems Training	Department of Education - Regional Office VIII
Webinar Series on Public Workforce Futureproofing: Elevating Productivity in the New Normal	06/28/2022	06/29/2022	8	Systems Training	Development Academy of the Philippines
Webinar Series on Knowledge Management for Enhancing Public Sector Productivity	02/21/2022	02/23/2022	12	Systems Training	Development Academy of the Philippines
2021 Division Basic Education Research and Innovation Congress	11/17/2021	11/19/2021	24	Technical Training	Department of Education - Schools Division of Baybay City

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Tech Savvy	Resource Person - Capability Building of Administrative Assistants and Officers on Personnel Actions	Paulinian Lex Circle
Reading	Innovation Presenter - 2021 Division Basic Education Research and Innovation Congress	Lex Vivere
Writing		
Singing		
Motorcycle Riding		

(Continue on separate sheet if necessary)

SIGNATURE	<i>Fainter</i>	DATE	05/29/2024
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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)?

☐ 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

☐ 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:

Resignation and non-renewal of contract from VSU as Job Order Staff; Appointed by DepEd - Schools Division of Baybay City on a Permanent status.

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

☐ YES☒ NO

If YES, give details:

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

☐ YES☒ NO

☐ YES☒ NO

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.
CARLET GAY G. LINGATONG	Baybay City, Leyte	09101747078
MR B. MAURILLO	Baybay City, Leyte	09758368985
JIMBO S. POSAS	Baybay City, Leyte	09056568926

JOHN PAOLO A. CARITE
PHOTO

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 LICENSE

ID/License/Passport No.: H12-16-002041

Date/Place of Issuance: April 17, 2024/
LTO Baybay District Office

Signature (Sign inside the box)

05/19/2024

Date Accomplished

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

JULIUS CERNAL DE LA CERNA

ARMO II

Person Administering Oath

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