

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 N (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	AGARCIO		
FIRST NAME	KYLE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CATIVO		
3. DATE OF BIRTH (mm/dd/yyyy)	3/2/2000	16. CITIZENSHIP	FILIPINO
4. PLACE OF BIRTH	JARO, LEYTE	If holder of dual citizenship, please indicate the details.	Pls. indicate country:
5. SEX	FEMALE		PHILIPPINES
6. CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	532 SAN JOSE ST. <i>House/Block/Lot No. Street</i>
7. HEIGHT (m)	1.49		N/A BARANGAY IB <i>Subdivision/Village Barangay</i>
8. WEIGHT (kg)	50		JARO LEYTE <i>City/Municipality Province</i>
9. BLOOD TYPE			532 SAN JOSE ST. <i>House/Block/Lot No. Street</i>
10. GSIS ID NO.			N/A BARANGAY IV <i>Subdivision/Village Barangay</i>
11. PAG-IBIG ID NO.		JARO LEYTE <i>City/Municipality Province</i>	
12. PHILHEALTH NO.		ZIP CODE	6527
13. SSS NO.		18. PERMANENT ADDRESS	532 SAN JOSE ST. <i>House/Block/Lot No. Street</i>
14. TIN NO.		19. TELEPHONE NO.	N/A
15. AGENCY EMPLOYEE NO.			20. MOBILE NO.
		21. E-MAIL ADDRESS (if a	agarciokyle@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		NAME EXTENSION (JR., SR)					
MIDDLE NAME							
OCCUPATION							
EMPLOYER/BUSINESS NAME							
BUSINESS ADDRESS							
TELEPHONE NO.							
24. FATHER'S SURNAME	AGARCIO						
FIRST NAME	ALBEN	NAME EXTENSION (JR., SR)					
MIDDLE NAME	SABALONES						
25. MOTHER'S MAIDEN NAME							
SURNAME	CATIVO						
FIRST NAME	JUVY						
MIDDLE NAME	BOYO				<i>(Continue on separate sheet if necessary)</i>		
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	ILUSTRE CENTRAL ELEMENTARY SCHOOL					2012	RANK 4
SECONDARY	ALANGALANG NATIONAL HIGH SCHOOL					2019	WITH HONOR
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY					2023	ACADEMIC ACHIEVEMENT
GRADUATE STUDIES							
<i>(Continue on separate sheet if necessary)</i>							
SIGNATURE				DATE	August 1, 2023		

IV. CIVIL SERVICE ELIGIBILITY

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity

(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

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y / N)
From	To						
10/12/2022	12/2/2022	PRACTICE TEACHER INTERN	SECONDARY LABORATORY SCHOOL (TACLOBAN CITY)				
3/20/2023	5/24/2023	PRACTICE TEACHER INTERN	GRANJA-KALINAWAN NATIONAL HIGH SCHOOL				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	08/01/2023
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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		

(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			

<i>(Continue on separate sheet if necessary)</i>		
SIGNATURE		DATE

<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p>If YES, give details:</p> <p>_____</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>If YES, give details:</p> <p>_____</p> <hr/> <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>If YES, give details:</p> <p>_____</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>If YES, give details:</p> <p>_____</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>If YES, give details: _____</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>If YES, give details (country):</p> <p>_____</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 8072), please answer the following items:</p>	

Are you a member of any indigenous group? Are you a person with disability? Are you a solo parent?	If YES, please specify: _____ If YES, please specify ID No: _____ If YES, please specify ID No: _____
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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

PHOTO

Right Thumbmark

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID</i> <small>Number and Date of Issuance</small>
Government Issued ID
ID/License/Passport No
Date/Place of Issuance

Signature (Sign inside the box)
Date Accomplished

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

Person Administering Oath

