

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	CAORTE		
FIRST NAME	JOVY		NAME EXTENSION (JR., SR.)
MIDDLE NAME	RAMOS		
3. DATE OF BIRTH (mm/dd/yyyy)	03/02/1999	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	CAPOOCAN, LEYTE	If holder of dual citizenship, please indicate the details.	
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	ZONE 2B House/Block/Lot No. Street STO. NIÑO Subdivision/Village Barangay CAPOOCAN LEYTE City/Municipality Province
7. HEIGHT (m)	1.69	ZIP CODE	6530
8. WEIGHT (kg)	52		
9. BLOOD TYPE	B	18. PERMANENT ADDRESS	ZONE 2B House/Block/Lot No. Street STO. NIÑO Subdivision/Village Barangay CAPOOCAN LEYTE City/Municipality Province
10. GSIS ID NO.		ZIP CODE	6530
11. PAG-IBIG ID NO.	121309017431		
12. PHILHEALTH NO.	13-250422537-6		
13. SSS NO.	0644856733	19. TELEPHONE NO.	
14. TIN NO.		20. MOBILE NO.	+639709952349
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	caortejovv@gmail.com

II. FAMILY BACKGROUND

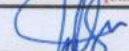
22. SPOUSE'S SURNAME			23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NAME EXTENSION (JR., SR.)			
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	CAORTE			
FIRST NAME	BENEDICTO	NAME EXTENSION (JR., SR.)		
MIDDLE NAME	QUILAQUIL			
25. MOTHER'S MAIDEN NAME				
SURNAME	RAMOS			
FIRST NAME	DIOSCORA			
MIDDLE NAME	SABLAYAN			

(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	LONJOY ELEMENTARY SCHOOL	PRIMARY EDUCATION	06/05/2006	03/28/2012	GRADUATE	2012	WITH HONOR
SECONDARY	KANANGA NATIONAL HIGH SCHOOL	SECONDARY EDUCATION	06/04/2012	04/01/2016	GRADUATE	2016	WITH HONOR
	KANANGA NATIONAL HIGH SCHOOL SENIOR HIGH DEPARTMENT	SENIOR HIGH SCHOOL	06/13/2016	04/06/2018	GRADUATE	2018	WITH HONOR
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN MARINE BIOLOGY	08/06/2018	08/03/2023	GRADUATE	2023	DOST SCHOLAR
GRADUATE STUDIES							

(Continue on separate sheet if necessary)


SIGNATURE		DATE	08/24/23
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[illegible]

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	08/24/23

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			
	ADOLESCENT SEXUAL REPRODUCTIVE HEALTH AND MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT YOUTH LEADERSHIP CAMP	02/17/2015	02/20/2015	30.0	PARTICIPANT	SAVE THE CHILDREN
	BASIC COMPUTER LITERACY	12/09/2017	12/09/2017	5.0	PARTICIPANT	STI ORMOC
	TWO-DAY SCHOLARS' FORMATION PROGRAM	06/07/2019	06/08/2019	20.0	PARTICIPANT	DEPARTMENT OF SCIENCE AND TECHNOLOGY- SCIENCE EDUCATION INSTITUTE
	STUDENT LEADERSHIP CONGRESS	07/18/2019	07/21/2019	48.0	PARTICIPANT	VISAYAS STATE UNIVERSITY-UNIVERSITY SUPREME STUDENT COUNCIL
	PHASE II OF THE FILIPINO PATRIOT SCHOLARSHIP PROJECT: INCLUSIVE COMMUNITY ENGAGEMENT PROJECT ON DISASTER RISK REDUCTION AND MANAGEMENT	07/25/2019	07/27/2019	30.0	PARTICIPANT	DEPARTMENT OF SCIENCE AND TECHNOLOGY- SCIENCE EDUCATION INSTITUTE
	NATIONAL YOUTH CONFERENCE ON CLIMATE CHANGE ADAPTATION AND MITIGATION, DISASTER RISK REDUCTION AND RESILIENCE	11/20/2019	11/22/2019	30.0	PARTICIPANT	VISAYAS STATE UNIVERSITY-REGIONAL CLIMATE CHANGE RESEARCH AND DEVELOPMENT CENTER
	DEVELOPING POTENTIAL: INTEGRATING LEADERSHIP AND MANAGEMENT AS TOOL FOR NAVIGATING EXCELLENCE AND CHANGE	11/14/2019	11/16/2019	30.0	PARTICIPANT	VISAYAS STATE UNIVERSITY- COLLEGE OF ARTS AND SCIENCES-SUPREME STUDENT COUNCIL
	OCEAN ACIDIFICATION	06/26/2020	06/26/2020	8.0	PARTICIPANT	PHILIPPINE ASSOCIATION OF MARINE SCIENCE
	SCIENCE SCHOLAR VOLUNTEERISM: THE NEW NORMAL IN RESPONSIVE CITIZENRY	07/10/2020	07/10/2020	8.0	PARTICIPANT	DEPARTMENT OF SCIENCE AND TECHNOLOGY- SCIENCE EDUCATION INSTITUTE
	MANGROVE 101 WEBINAR SERIES EPISODE 4 (ABANDONED POND TO MANGROVE REVERSION & BLUE CARBON	09/04/2020	09/04/2020	8.0	PARTICIPANT	ZOOLOGICAL SOCIETY OF LONDON
	41ST PACSA ANNUAL NATIONAL CONVENTION	11/23/2020	11/28/2020	48.0	PARTICIPANT	PHILIPPINE ASSOCIATION FOR CAMPUS STUDENT ADVISER NATIONAL CAPITAL REGION CORE GROUP
	NESTING RESEARCH - A CASE STUDY	10/29/2021	10/29/2021	3.0	PARTICIPANT	OLIVE RIDLEY PROJECT
	SEA TURTLE PHOTO ID	10/29/2021	10/29/2021	2.0	PARTICIPANT	OLIVE RIDLEY PROJECT
	SPATIAL ECOLOGY	10/29/2021	10/29/2021	3.0	PARTICIPANT	OLIVE RIDLEY PROJECT
	2 DAY BASIC TRAINING ON PSYCHOLOGICAL FIRST AID WITH EXPRESSIVE ART	04/15/2022	04/16/2022	16.0	PARTICIPANT	LAMDAG ORMOC
	HOLY RETREAT AND LEADERS' ENCOUNTER	08/17/2022	08/19/2022	30.0	PARTICIPANT	NUESTRA SEÑORA DE SALVACION MISSION STATON
	EXPLORING OCEAN, EXPLORING THE PLANET EARTH	08/20/2021	08/26/2021	56.0	PARTICIPANT	BLUE GREEN FOUNDATION BANGLADESH & OCTOPHIN
	PRIMARY SUPPORT TRAINING	10/01/2022	10/28/2022	106.0	PARTICIPANT	WIPRO BPS PHILIPPINES
(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)		
	TINKERING	N/A		STO. NIÑO YOUTH FOR CHRIST		
	PHOTO, POSTER AND LOGO EDITING			UNICEF YOUTH FOCAL POINT		
	CUSTOMER SERVICE SKILLS			ORGANIZATION OF BIOLOGY STUDENT		
	LEADERSHIP SKILLS			COLLEGE OF ARTS AND SCIENCES - SUPREME STUDENT COUNCIL		
	COMMUNICATION SKILLS			VSU DOST SCHOLARS SOCIETY		
	PROBLEM SOLVING SKILLS					
	LISCENSE OPEN-WATER DIVER					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	08 / 24 / 23	

<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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>MR. RAFAEL JUNNAR P. DUMALAN</td> <td>BAYBAY CITY, LEYTE</td> <td>9953586357</td> </tr> <tr> <td>MRS. DONNA GUARTE-VALIDA</td> <td>BAYBAY CITY, LEYTE</td> <td>9207116869</td> </tr> <tr> <td>MRS. CERILYN LEGASPI</td> <td>CEBU CITY, CEBU</td> <td>9433001019</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	MR. RAFAEL JUNNAR P. DUMALAN	BAYBAY CITY, LEYTE	9953586357	MRS. DONNA GUARTE-VALIDA	BAYBAY CITY, LEYTE	9207116869	MRS. CERILYN LEGASPI	CEBU CITY, CEBU	9433001019
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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>													
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<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 300px; height: 60px; margin: 10px auto; text-align: center; padding-top: 10px;"> <p>Person Administering Oath</p> </div>													