

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. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	TUMULAK		
FIRST NAME	JEFREY	NAME EXTENSION (JR., SR)	
MIDDLE NAME	MONTELLANO		
3. DATE OF BIRTH (mm/dd/yyyy)	November 3, 1986	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization <small>If holder of dual citizenship, please indicate the details.</small>
4. PLACE OF BIRTH	Baybay, Leyte		
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Purok 3 Street Brgy. Guadalupe Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.75cm	ZIP CODE	6521
8. WEIGHT (kg)	78 kg		
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	Purok 3 Street Brgy. Guadalupe Barangay Baybay Leyte City/Municipality Province
10. GSIS ID NO.	NA	ZIP CODE	6521
11. PAG-IBIG ID NO.	121202623144		
12. PHILHEALTH NO.	13-0251536997		
13. SSS NO.	NA	19. TELEPHONE NO.	none
14. TIN NO.	460612931	20. MOBILE NO.	09265545280
15. AGENCY EMPLOYEE NO.	NA	21. E-MAIL ADDRESS (if any)	na

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	TUMULAK		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	DAYLYN	NAME EXTENSION (JR., SR)	Jeylyn L. Tumulak	01/09/2013
MIDDLE NAME	MELENDEZ		Zia Sanya L. Tumulak	01/23/2018
OCCUPATION	Housewife			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	TUMULAK SR.			
FIRST NAME	GERONIMO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	TIROL			
25. MOTHER'S MAIDEN NAME				
SURNAME	MONTELLANO			
FIRST NAME	SISINIA			
MIDDLE NAME	AMIHAN		<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	GUADALUPE ELEMENTARY SCHOOL	ELEMENTARY GRADUATE	1995	2001	Graduated	2001	NA
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	HIGH SCHOOL GRADUATE	2001	2005	Graduated	2005	NA
VOCATIONAL / TRADE COURSE	NA						
COLLEGE	VISAYAS STATE UNIVERSITY	Bachelor of Animal Science	2012	2013	55 UNITS	NA	NA
GRADUATE STUDIES	NA						

(Continue on separate sheet if necessary)

SIGNATURE	DATE	6-17-2020
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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? YES NO

b. within the fourth degree (for Local Government Unit - Career Employees)? YES NO

If YES, give details: _____

35. a. Have you ever been found guilty of any administrative offense? YES NO

If YES, give details: _____

b. Have you been criminally charged before any court? 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: _____

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? YES NO

If YES, give details: _____

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: _____

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? YES NO

If YES, please specify: _____

b. Are you a person with disability? YES NO

If YES, please specify ID No: _____

c. Are you a solo parent? YES NO

If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Prof. Argina M. Pomida	DBM, VSU, Visca	563-7764
Dr. Nilda T. Amestoso	DBM, VSU, Visca	563-7764
Dr. Analita A. Salabao	DBM, VSU, Visca	563-7764



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: PhilHealth

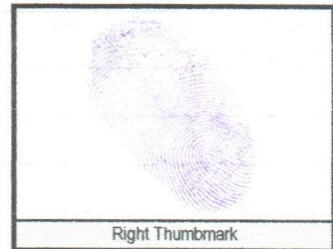
ID/License/Passport No.: 13-025153699-7

Date/Place of Issuance: July 19, 2013, Ormoc City

Signature (Sign inside the box)

[Handwritten Signature]

Date Accomplished: 6-17-2020



SUBSCRIBED AND SWORN to before me this 09 JUN 2020, affiant exhibiting his/her validly issued government ID as indicated above.

[Handwritten Signature]
ATTY. RYSAN C. GUINOCOR
VSU LEGAL OFFICER

Person Administering Oath

WORK EXPERIENCE SHEET

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

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 starting with the most recent/present employment

Sample: If applying to Supervising Administrative Officer

- Duration: March 3, 2014 – present
- Position: Admin Aide I
- Name of Office/Unit: Department of Business and Management
- Immediate Supervisor: Dr. Nilda T. Amestoso
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties
 - Cleaned the DBM/CME classrooms/offices/surroundings; processed/delivered communications to other units/offices; mimeographed/risographed documents and done other duties and responsibilities that may be assigned by supervisor.


JEFREY M. TUMULAK

(Signature over Printed Name)