

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	MAZO		
FIRST NAME	CRISANTO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ABABAT		
3. DATE OF BIRTH (mm/dd/yyyy)	6/13/2017	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	BAYBAY CITY	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Pls. indicate country:	
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	1.64 CM	House/Block/Lot No.	883
8. WEIGHT (kg)	64 KGS.	Subdivision/Village	MARCOS
9. BLOOD TYPE	"O"	City/Municipality	BAYBAY CITY
10. GSIS ID NO.	63061302249	Province	LEYTE
11. PAG-IBIG ID NO.	1700-0025-4858	ZIP CODE	6521
12. PHILHEALTH NO.	13-000015690-7	18. PERMANENT ADDRESS	
13. SSS NO.	N/A	House/Block/Lot No.	883
14. TIN NO.	116-625-572	Subdivision/Village	MARCOS
15. AGENCY EMPLOYEE NO.	V000330	City/Municipality	BAYBAY CITY
		Province	LEYTE
		ZIP CODE	6521
		19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09262308484
		21. E-MAIL ADDRESS (if any)	N/A

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	BORELA	MARICRIS B. MAZO	10/26/1987
MIDDLE NAME	MARINA	CHRISTIAN B. MAZO	12/19/1988
OCCUPATION	HOUSEWIFE	CRISILDA B. MAZO	6/25/1993
EMPLOYER/BUSINESS NAME	N/A	CRISANTO B. MAZO, JR.	10/9/2005
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	MAZO		
FIRST NAME	EUTQUIO		
MIDDLE NAME	NUNEZ		
25. MOTHER'S MAIDEN NAME			
SURNAME	ABABAT		
FIRST NAME	AMPARITA		
MIDDLE NAME	OQUIAS		

(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	SAN AGUSTIN ELEMENTARY SCHOOL	PRIMARY LEVEL	1971	1977	GRADUATED	1977	N/A
	SECONDARY	EXPERIMENTAL RURAL HIGH SCHOOL	SECONDARY LEVEL	1978	1982	GRADUATED	1982	N/A
	VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	COLLEGE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE

DATE

April 25, 2017

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
N/A	N/A	N/A	N/A	N/A	N/A

(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.

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: 00-00-00-00 INCREMENT)	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)	
							From
1/1/2016	PRESENT	ADMINISTRATIVE ASST. I	VSIL	14,331.00	NBC562	PERMANENT	Y
5/1/2015	12/31/2015	ADMINISTRATIVE ASST. I	VSU	13,890.00	PROMOTION	PERMANENT	Y
7/1/2015	4/30/2015	ADMIN. AIDE - III	VSU	10,401.00	PROMOTION	PERMANENT	Y
12/1/2004	6/30/2012	AMIN. AIDE - I	LSU/VSU	9,365.00	NBC540	PERMANENT	Y
7/1/1989	11/30/2004	UTILITYWORKER I	VISCA	5,209.00	INT. CSCDBM1	DAILY	Y
3/16/1985	6/30/1989	LIBRARY AIDE	VISCA	32.85/DAY	N/A	DAILY	Y
11/7/1983	3/15/1985	UTILITYMAN	VISCA	18.10/DAY	N/A	DAILY	Y
8/1/1983	7/31/1983	PAINTER AIDE	VISCA	14.95/DAY	N/A	DAILY	Y
7/7/1983	7/31/1983	ELECT. AIDE	VISCA	14.95/DAY	N/A	DAILY	Y
8/23/1982	4/15/1983	LABORER	VISCA	14.95/DAY	N/A	DAILY	Y

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	April 25, 2017

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
N/A	ON <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	N/A	N/A	N/A	N/A
	If YES, give details:				
	ON <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
	If YES, give details:				
	ON <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
	If YES, give details:				

[illegible][illegible]

DATE _____

April 25, 2017

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.
MS. ANDRELI D. PARDALES	BRGY. GUADALUPE	563-7512
MR. VICENTE A. GILOS	VSU	563-7512
MS. KARINA IMMACULADA B. APALE	VSU	563-7512

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.



CRISANTO A. MAAO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: V000330
ID/License/Passport No.: N/A
Date/Place of Issuance: N/A

Signature (Sign inside the box)
4/25/2017
Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this APR 27 2017, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY RYSAN C. GUINOCOR
Person Administering Oath