

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	VILLARUEL		
FIRST NAME	JENZEN JHON		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	MANAGBANAG		
3. DATE OF BIRTH (mm/dd/yyyy)	January 10, 1990	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Manila	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	House/Block/Lot No. Street Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	176	ZIP CODE	
8. WEIGHT (kg)	80kg		
9. BLOOD TYPE	"A+"	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay Baybay Leyte City/Municipality Province
10. GSIS ID NO.	ON PROCESS	ZIP CODE	
11. PAG-IBIG ID NO.	1211-0056-4035		
12. PHILHEALTH NO.	03-050847343-1		
13. SSS NO.	NONE	19. TELEPHONE NO.	NONE
14. TIN NO.	317-530-223	20. MOBILE NO.	09300200300
15. AGENCY EMPLOYEE NO.	VO 1138	21. E-MAIL ADDRESS (if any)	jenzenjhonvillaruel@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)	KHIEL KYRIE T. VILLARUEL	April 02, 2013
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	ULBORA			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR) JR		
MIDDLE NAME	VILBAR			
25. MOTHER'S MAIDEN NAME				
SURNAME	VILLARUEL			
FIRST NAME	ANNA LIZA			
MIDDLE NAME	MANAGBANAG			

(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	PANGASUGAN ELEMENTARY SCHOOL	ELEMENTARY ED.	1996	2002	GRADUATED	2002	NONE
SECONDARY	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	HIGH SCHOOL ED.	2002	2006	GRADUATED	2006	NONE
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN ANIMAL SCIENCE	2007		1st semester	N/A	
GRADUATE STUDIES	N/A						


(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 22, 2021
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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
	NC II in DRIVING		02-13-2019	BAYBAY TECHNICAL VOCATIONALL TRAINING CENTER		02-13-2024
	DRIVER's LICENSE		05-20-2019	LTO, Baybay City, Leyte	H12-002166	01-10-2024

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

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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		
NONE				

(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			
FIRE TRUCK OPERATOR SEMINAR/DRILL PART 2	12/6/2019		8hrs	Technical	BUREAU OF FIRE PROTECTION, Baybay
FIRE TRUCK OPERATOR SEMINAR/DRILL PART 1	7/26/2019		8 hrs	Technical	BUREAU OF FIRE PROTECTION, Baybay
CERTIFICATE OF COMPETENCY	4/5/2019	4/9/2019	40 hrs	Technical	BUREAU OF FIRE PROTECTION, Baybay
FIRE FIGHTING AND RESCUE TRAINING	11/5/2019	11-09-2019	40 hrs	Technical	BUREAU OF FIRE PROTECTION, Baybay
STANDARD FIRST AID TRAINING	10-23-2017	10-26-2017	32 hrs	Technical	PHILIPPINE RED CROSS/Hilongos Chapter
HIV IN THE WORKPLACE SEMINAR	12-09-2016		5 hrs	Technical	LTO. Baybay City, Leyte
SEMINAR ON DEFENSIVE DRIVING	10-26-2016		4 hrs	Technical	VSU HOSPITAL
BASIC LIFE SUPPORT FIRE FIGHTING AND RESCUE TRAINING	07-04-2016	07-08-2016	40 hrs	Technical	BUREAU OF FIRE PROTECTION, Baybay
EMERGENCY RESPONSE SKILLS TRAINING	03-14-2016	03-18-2016	40 hrs	Technical	BUREAU OF FIRE PROTECTION, Baybay

(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)
DRIVING SKILLS	CERTIFICATE OF APPRECIATION FOR ACTIVELY SERVING AS FACILITATOR ON FIRE AND EARTHQUAKE DRILL HELD ON NOVEMBER 19, 2016 AT THE DEPARTMENT OF CONSUMER & HOSPITALITY MANAGEMENT (DCHM)	KNIGHTS OF COLUMBUS
COMPUTER SKILLS		
BASKETBALL SKILLS	CERTIFICATE OF RECOGNITION FOR HELPING AND ASSISTING THE BAYBAY CITY FIRE STATION PERSONNEL IN THE SUPPRESSION OPERATION DURING FIRE EMERGENCY AT BRGY. SABANG, BAYBAY CITY, LEYTE ON APRL 06, 2018	
	CERTIFICATE OF RECOGNITION FOR HELPING AND ASSISTING THE BAYBAY CITY FIRE STATION PERSONNEL IN THE SUPPRESSION OPERATION DURING FIRE EMERGENCY AT BRGY. MARCOS, BAYBAY CITY, LEYTE ON APRL 09, 2018	

(Continue on separate sheet if necessary)

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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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)? 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

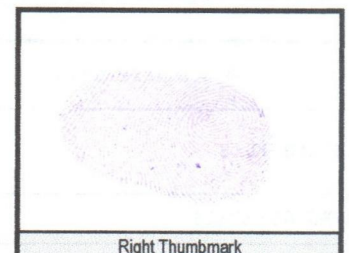
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
HON. DEXTER MAGAN	BRGY. PANGASUGAN, BAYBAY CITY	
MS. MATET DE LA PEÑA	BRGY. PANGASUGAN, BAYBAY CITY	
42. I declare under oath that I have personally accomplished this Personal Data Sheet which 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.		



PHOTO

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 License: H12-002166
Date/Place of Issuance: MAY 5, 2019 BAYBAY CITY

Signature (Sign inside the box)
01/22/2021
Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 17 FEB 2021, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR VSU City Legal Officer
Person Administering Oath