

CS Form No. 212
Revised 2017

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
ENRIQUE

MIDDLE NAME
ESTREMOS

3. DATE OF BIRTH
(mm/dd/yyyy)
08-02-68

4. PLACE OF BIRTH
ALBUERA, WYTB

5. SEX
☒ Male ☐ Female

6. CIVIL STATUS
☐ Single ☒ Married ☐ Widowed ☐ Separated ☐ Other/s:

7. HEIGHT (m)
163 cm.

8. WEIGHT (kg)
72.5 kgs.

9. BLOOD TYPE
"O"

10. GSIS ID NO.
000-6106-541-5

11. PAG-IBIG ID NO.
121052603037

12. PHILHEALTH NO.
13-050024648-1

13. SSS NO.
06-1065421-5

14. TIN NO.
165-945-346

15. AGENCY EMPLOYEE NO.

16. CITIZENSHIP
☒ Filipino ☐ Dual Citizenship
☐ by birth ☐ by naturalization
Pls. indicate country:
Philippines

17. RESIDENTIAL ADDRESS
House/Block/Lot No. Street
PRK. OKPA, BRGY. LIVO-AN
Subdivision/Village Barangay
ORmoc, CITY WYTB
City/Municipality Province
6541

18. PERMANENT ADDRESS
House/Block/Lot No. Street
PRK. OKPA, BRGY. LIVO-AN
Subdivision/Village Barangay
ORmoc, CITY WYTB
City/Municipality Province
6541

19. TELEPHONE NO.

20. MOBILE NO.
09363221094

21. E-MAIL ADDRESS (if any)
NONE

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME
CAORTE

FIRST NAME
PERLA

MIDDLE NAME
PEPITO

OCCUPATION
HOUSE WIFE

EMPLOYER/BUSINESS NAME
N/A

BUSINESS ADDRESS
N/A

TELEPHONE NO.
N/A

23. NAME of CHILDREN (Write full name and list all)
JUDE NIÑO P. CAORTE

DATE OF BIRTH (mm/dd/yyyy)
01-30-2002

24. FATHER'S SURNAME
CAORTE

FIRST NAME
ENRIQUE

MIDDLE NAME
CALABIA

25. MOTHER'S MAIDEN NAME
SURNAME
ESTREMOS

FIRST NAME
VISITACION

MIDDLE NAME

III. EDUCATIONAL BACKGROUND

26. LEVEL

NAME OF SCHOOL
(Write in full)

BASIC EDUCATION/DEGREE/COURSE
(Write in full)

PERIOD OF ATTENDANCE
From To

HIGHEST LEVEL/ UNITS EARNED
(if not graduated)

YEAR GRADUATED

SCHOLARSHIP/ ACADEMIC HONORS RECEIVED

ELEMENTARY

ALBUERA CENTRAL SCHL.

1980

SECONDARY

ALBUERA PRIVATE HIGH SCHOOL

1985

VOCATIONAL / TRADE COURSE

COLLEGE

VISAYAS STATE College OF AGRICULTURE

BACHELOR OF SCIENCE IN FORESTRY

84 UNITS

UNDERGRADUATE

GRADUATE STUDIES

SIGNATURE

DATE
04-01-2019


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[illegible]

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

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

[illegible]

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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	PHI BETA KAPPA FRATERNITY SORORITY	1985	PRESENT		MEMBER
	KABALUKAT CIVICOM	2010	PRESENT		MEMBER
	GUARDIANS - VSU CHAPTER	2010	PRESENT		MEMBER

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)

(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
DRIVING	CERTIFICATE OF RECOGNITION (BFP) BAYBAY CITY	ADMINISTRATIVE
FIRE FIGHTING	ON OCTOBER 16, 2018	PERSONNEL ASSOCIATION
	CERTIFICATE OF APPRECIATION FOR FIRE CONSCIOUSNESS	(Ad Por)
	AND PREPAREDNESS ON FEB-27, 2008	
	COMMENDATION FOR HAVING ACTIVITY PARTICIPATED	
	IN FIRE PREVENTION FOR HAVING ACTIVITY PARTICIPATION	
	IN FIRE OXYGEN. MARCH 31, 2010	
	CERTIFICATE OF RECOGNITION FOR SELFLESS AND	
	UNFATIGUING EFFORT. MARCH 31, 2010	
SIGNATURE	DATE	04-01-2019

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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)?
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.
MRS. CHERYL BATUCAN	BRGY. LILUAN, ORMOG CITY	
MR. ROMBO CALABIA	LAWIS, ALBUERA, LOYTE	
MR. SALDY PITOGO	BRGY. LILUAN, ORMOG 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.



Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance
Government Issued ID: 6515
ID/License/Passport No.: 000-6106-5421-5
Date/Place of Issuance: JULY 02, 2018 MAASIN CITY

Signature (Sign inside the box)
Date Accomplished: JANUARY 04, 2019



SUBSCRIBED AND SWORN to before me this FEB 12 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
VSU LEGAL OFFICER