

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	BONIFE		
FIRST NAME	ALAIN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ARRADAZA		
3. DATE OF BIRTH (mm/dd/yyyy)	September 30, 1983	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	Ormoc City, 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"/> Other/s:	17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	1.62 m		House/Block/Lot No. Street
8. WEIGHT (kg)	55 kg.		Purok 5, Brgy. Altavista
9. BLOOD TYPE	"O"		Subdivision/Village Barangay
10. GSIS ID NO.	02038 5111 4840 500		Ormoc City Leyte
11. PAG-IBIG ID NO.	1211-0092-7774		City/Municipality Province
12. PHILHEALTH NO.	13-025104748-1	18. PERMANENT ADDRESS	
13. SSS NO.	N/A		House/Block/Lot No. Street
14. TIN NO.	943-262-193		Subdivision/Village Barangay
15. AGENCY EMPLOYEE NO.	V00849	19. TELEPHONE NO.	None
		20. MOBILE NO.	None 09464542476
		21. E-MAIL ADDRESS (if any)	efinob8@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)	Kelly A. Bonife	1/3/2007
MIDDLE NAME		Alexa Mae A. Bonife	4/6/2006
OCCUPATION		Matt Lawrence S. Bonife	3/7/2010
EMPLOYER/BUSINESS NAME		Laincel Reese C. Bonife	9/21/2014
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME	25. MOTHER'S MAIDEN NAME		
FIRST NAME	NAME EXTENSION (JR., SR)		
MIDDLE NAME			
SURNAME	Arradaza		
FIRST NAME	Amelita		
MIDDLE NAME	Abarquez		

(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	LINAO ELEMENTARY SCHOOL		6/1/1990	3/1/1996	Graduated	1996	
SECONDARY	ORMOC CITY NATIONAL HIGH SCHOOL		6/1/1996	3/1/2000	Graduated	2000	
VOCATIONAL / TRADE COURSE							
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY- ORMOC CITY CAMPUS		6/1/2000	3/1/2005	Graduated	2005	
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	September 4, 2018
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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.*

[illegible]

(Continue on separate sheet if necessary)

**SIGNATURE**

DATE \_\_\_\_\_

September 4, 2018



**VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION**

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A				

(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			
	RDE IN-HOUSE REVIEW SEMINAR-WORKSHOP	2/12/2015	2/13/2015	16.0		RERC-COLLEGE OF ENGINEERING-VSU
	SEMINAR WORKSHOP ON CAPABILITY ENHANCEMENT OF MAGPANGUAPA BARANGAY ELECTRICIANS IN ELECTRICAL INSTALLATION AND MAINTENANCE	11/18/2014	11/19/2014	16.0		PLANT OIL TECHNOLOGY CENTER-VSU
	TRAINING OF TRAINERS ON ENTREPRENEURSHIP DEVELOPMENT	6/3/2013	6/7/2013	35.0		TESDA-NATIONAL TVET TRAINING ACADEMY MARIKINA CITY
	CALIBRATION OF TRAINERS/ASSESSORS AND MODERATORS	4/16/2012	4/16/2012	8.0		TESDA CALUBIAN NATIONAL VOCATIONAL SCHOOL
	ENHANCEMENT TRAINING FOR PUBLIC UTILITY BUS/STRAIGHT TRUCK DRIVERS	6/7/2011	6/9/2011	24.0		TESDA-OCTMRTC-ORMOC CITY
	ENHANCE TRAINERS METHODOLOGY 1 PLUS COURSE	12/15/2010	12/22/2010	64.0		TESDA-WESTERN LEYTE COLLEGE
	DEPLOYMENT OF TESDA (Technology Management Information System (T2MIS)	8/29/2018	8/29/2018	8.0		La Rica Hotel, Tacloban City
	TVI Administrator & Assessment Center Managers Seminar	8/30/2018	8/30/2018	8.0		La Rica Hotel, Tacloban City

(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)
	Playing Basketball		N/A		Light of Jesus-Ormoc City Chapter
	Watching TV				
	Reading Books				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	September 4, 2018
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<div>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)?</div>	<div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div><input type="checkbox"/> YES <input type="checkbox"/> NO</div><div>If YES, give details: _____</div></div>												
<div>35. a. Have you ever been found guilty of any administrative offense?  b. Have you been criminally charged before any court?</div>	<div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div><div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div></div></div>												
<div>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</div>	<div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div>												
<div>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?</div>	<div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div>												
<div>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?</div>	<div><div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div><div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: _____</div></div></div>												
<div>39. Have you acquired the status of an immigrant or permanent resident of another country?</div>	<div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details (country): _____</div></div>												
<div>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?</div>	<div><div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, please specify: _____</div></div><div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: _____</div></div><div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, please specify ID No: _____</div></div></div>												
<div>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</div> <table border="1" style="width:100%; border-collapse: collapse;"><thead><tr><th style="width:35%;">NAME</th><th style="width:35%;">ADDRESS</th><th style="width:30%;">TEL. NO.</th></tr></thead><tbody><tr><td>Engr. Nilo L. Leorna</td><td>Visca, Baybay City</td><td></td></tr><tr><td>Engr. Generoso P. Managbanag, PECE</td><td>District 29, Ormoc City</td><td></td></tr><tr><td>Hon. Myrna R. Mangle</td><td>Altavista, Ormoc City</td><td></td></tr></tbody></table> <div>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.</div>		NAME	ADDRESS	TEL. NO.	Engr. Nilo L. Leorna	Visca, Baybay City		Engr. Generoso P. Managbanag, PECE	District 29, Ormoc City		Hon. Myrna R. Mangle	Altavista, Ormoc City	
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<div>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <table border="1" style="width:100%; border-collapse: collapse;"><tr><td style="width:50%;">Government Issued ID: <b>Employee ID</b></td></tr><tr><td>ID/License/Passport No.:</td></tr><tr><td>Date/Place of Issuance: <b>Visca, Baybay City</b></td></tr></table>	Government Issued ID: <b>Employee ID</b>	ID/License/Passport No.:	Date/Place of Issuance: <b>Visca, Baybay City</b>	<div><table border="1" style="width:100%; border-collapse: collapse;"><tr><td style="text-align: center;"> Signature (Sign inside the box) <b>September 4, 2018</b> Date Accomplished</td></tr></table><div style="text-align: center;"> Right Thumbmark</div></div>	 Signature (Sign inside the box) <b>September 4, 2018</b> Date Accomplished								
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<div>SUBSCRIBED AND SWORN to before me this <u><b>OCT 04 2018</b></u>, affiant exhibiting his/her validly issued government ID as indicated above.</div> <div style="text-align: center;"><div> <b>ATTY. RYSAN C. GUINOCOR</b> USO LEGAL OFFICER Person Administering Oath</div></div>													