

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**

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	MERA FUENTES		
FIRST NAME	ANDREW		NAME EXTENSION (JR., SR)
MIDDLE NAME	CABEROS		
3. DATE OF BIRTH (mm/dd/yyyy)	2-1-98 JANUARY 2, 1998	5. 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	KANANGA	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 _____ LOWER POBLACION HILOCTOGAN Subdivision/Village _____ Barangay _____ KANANGA LEYTE City/Municipality _____ Province _____ ZIP CODE 6531
7. HEIGHT (m)	1.70	18. PERMANENT ADDRESS	House/Block/Lot No. _____ Street _____ LOWER POBLACION HILOCTOGAN Subdivision/Village _____ Barangay _____ KANANGA LEYTE City/Municipality _____ Province _____ ZIP CODE 6531
8. WEIGHT (kg)	55		
9. BLOOD TYPE	A+		
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	121255418127		
12. PHILHEALTH NO.	1325-0606-5139		
13. SSS NO.	06-4333671-7	19. TELEPHONE NO.	N/A
14. TIN NO.	N/A	20. MOBILE NO.	09391347145
15. EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	andrewmerafuentes@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	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A		N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	MERA FUENTES		N/A	N/A
FIRST NAME	ROGELIO	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	PEPITO		N/A	N/A
25. MOTHER'S MAIDEN NAME	LUCIANA URDANEZA CABEROS		N/A	N/A
SURNAME	CABEROS		N/A	N/A
FIRST NAME	LUCIANA		N/A	N/A
MIDDLE NAME	URDANEZA		(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	HILOCTOGAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	2004	2010	N/A	2010	VALEDICTORIAN
	SECONDARY	LIM-AO NATIONAL HIGH SCHOOL	HIGH SCHOOL	2010	2014	N/A	2014	SALUTATORIAN
	VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	COLLEGE	VISAYAS STATE UNIVERSITY	BS IN MECHANICAL ENGINEERING	2014	2019	N/A	2019	DOST SCHOLAR
	GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/17/20
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(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.

[illegible]

(Continue on separate sheet if necessary)

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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		
	BARANGAY COUNCIL - HILOOTOGAN, KANANGA	08/13/2020	08/13/2020	1	TREE PLANTING
	LGU KANANGA - KANANGA, LEYTE	05/06/2013	05/10/2013	40	TREE PLANTING / SPILLWAY CLEANUP

(Continue on separate sheet if necessary)


VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED







[illegible]

(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)
MUSIC	LECTURER-AMBASSADORS FOR CHRIST LEADERS	SEEDS OF FAITH YOUTH
ADOBE PHOTOSHOP		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/17/20
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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)?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: Date Filed: _____ Status of Case/s: _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div>												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</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><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES<input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div>												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>LINO B. DE LOS SANTOS, PME</td><td>HISUMCO, MONTEBELLO, KANANGA</td><td>9663179355</td></tr><tr><td>JUNDY R. CASTIL, MSME, ME</td><td>VISCA, BAYBAY CITY, LEYTE</td><td>9124147540</td></tr><tr><td>ENGR. EVELYN T. PAGADOR</td><td>THICI, BALAMBAN, CEBU</td><td>9124463690</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	LINO B. DE LOS SANTOS, PME	HISUMCO, MONTEBELLO, KANANGA	9663179355	JUNDY R. CASTIL, MSME, ME	VISCA, BAYBAY CITY, LEYTE	9124147540	ENGR. EVELYN T. PAGADOR	THICI, BALAMBAN, CEBU	9124463690
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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.													
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.													
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