

## 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	GARRIDO		
FIRST NAME	MICHAEL DOMINIC		N/A
MIDDLE NAME	MADREDIJO		
3. DATE OF BIRTH (mm/dd/yyyy)	3/8/1992	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	MACROHON, SOUTHERN 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 type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	N/A N/A House/Block/Lot No. Street N/A GABAS Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.68	ZIP CODE	6521
8. WEIGHT (kg)	72.5		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	N/A ESTRELLA House/Block/Lot No. Street N/A IJHAN Subdivision/Village Barangay MACROHON SOUTHERN LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6601
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	N/A		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	729-331-460	20. MOBILE NO.	09268544808
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	macdomz003@gmail.com

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	QUEIPO	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	LOUISE ADELINE	ALEXIS DOMINIQUE Q. GARRIDO	1/10/2015
MIDDLE NAME	ALANDRA	DOMINIKA MICHAELLE AUDZEIN Q. GARRIDO	11/4/2020
OCCUPATION	STUDENT		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	GARRIDO		
FIRST NAME	ROMMEL		
MIDDLE NAME	TRIPOLI		
25. MOTHER'S MAIDEN NAME	MARIETTA ZAPANTA MADREDIJO		
SURNAME	MADREDIJO		
FIRST NAME	MARIETTA		
MIDDLE NAME	ZAPANTA		

(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	ICHON ELEMENTARY SCHOOL	PRIMARY EDUCATION	6/1/1998	3/26/2004	N/A	2004	5TH HONORABLE MENTION
SECONDARY	ICHON NATIONAL HIGH SCHOOL	SECONDARY EDUCATION	6/7/2004	3/27/2008	N/A	2008	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ANIMAL SCIENCE	6/9/2008	5/30/2012		2012	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN ANIMAL SCIENCE	11/10/2014	6/15/2018	N/A	2018	CHED K12 SCHOLAR

(Continue on separate sheet if necessary)

SIGNATURE

DATE

12 / 03 / 2020



#### 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
	RA 1080 - LICENSED PROFESSIONAL AGRICULTURIST	81.3	11/28/2017	HOLY INFANT COLLEGE, BRGY UTAP, TACLOBAN CITY, LEYTE	0028808	2/15/2018
	CAREER SERVICE PROFESSIONAL ELIGIBILITY	83.2	10/21/2012	SAINT JOSEPH COLLEGE, MAASIN CITY	EXAMINEE NO. 315174	12/6/2012

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

**SIGNATURE**

DATE \_\_\_\_\_



[illegible]

(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)
PLAYING SEPAK TAKRAW	N/A	SOCIETY OF ANIMAL SCIENCE STUDENT(Visayas State University)
PLAYING GUITAR		VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION
COOKING		GAMMA SIGMA SCORPIONS MAGENTA CHAPTER, VISAYAS STATE UNIVERSITY, VISCA BAYBAY CITY, LEYTE
DRAWING		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12-03-2020
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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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:  
\_\_\_\_\_

☐ YES☒ 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?

☐ YES☒ 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?

☒ YES☐ NO

If YES, give details:  
End of Contract  
\_\_\_\_\_

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?

☐ YES☒ NO

If YES, give details: \_\_\_\_\_

☐ YES☒ NO

If YES, give details: \_\_\_\_\_

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

If YES, please specify: \_\_\_\_\_

☐ YES☒ NO

If YES, please specify ID No: \_\_\_\_\_

☐ YES☒ NO

If YES, please specify ID No: \_\_\_\_\_

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
DINAH M. ESPINA, Ph.D	Apt 9. Visca, Baybay City Leyte	9173276763
JULIUS V. ABELA, Ph.D	Visca, Baybay City, Leyte	9208553990
LOLITO C. BESTIL, Ph.D	Brgy. Guadalupe, Baybay City, Leyte	9177052058

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: Voter's Id

ID/License/Passport No.: 6408-0037A-C0892MMG10000

Date/Place of Issuance: MACROHON, SO. LEYTE

Signature (Sign inside the box)

12-09-2020

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 23 FEB 2021, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN GUINOCOR  
VSU Chief Legal Officer

Person Administering Oath

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