

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 () ☐ 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	ARCAIAN		
FIRST NAME	MARK ANTHONY	NAME EXTENSION (JR., SR) NONE	
MIDDLE NAME	SALAZAR		
3. DATE OF BIRTH (mm/dd/yyyy)	2.4.97	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	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	ZONE 1 House/Block/Lot No. Street PATAG Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.53	ZIP CODE	6540
8. WEIGHT (kg)	42		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	KINAYABAN House/Block/Lot No. Street CAN-UNZO Subdivision/Village Barangay MERIDA LEYTE City/Municipality Province
10. GSIS ID NO.	NONE	ZIP CODE	6541
11. PAG-IBIG ID NO.	1212-7453-7643		
12. PHILHEALTH NO.	1325-0704-7886		
13. SSS NO.	NONE	19. TELEPHONE NO.	NONE
14. TIN NO.	382-244-255	20. MOBILE NO.	09294302774
15. AGENCY EMPLOYEE NO.	053-565-0600	21. E-MAIL ADDRESS (if any)	mark112arcayan@gmail.com

II. FAMILY BACKGROUND				
22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NONE	NAME EXTENSION (JR., SR) NONE	NONE	N/A
MIDDLE NAME	NONE		NONE	N/A
OCCUPATION	NONE		NONE	N/A
EMPLOYER/BUSINESS NAME	NONE		NONE	N/A
BUSINESS ADDRESS	NONE		NONE	N/A
TELEPHONE NO.	NONE		NONE	N/A
24. FATHER'S SURNAME	ARCAIAN		NONE	N/A
FIRST NAME	ROGELIO JOSEPH	NAME EXTENSION (JR., SR) NONE	NONE	N/A
MIDDLE NAME	DIAMONON		NONE	N/A
25. MOTHER'S MAIDEN NAME			NONE	N/A
SURNAME	SALAZAR		NONE	N/A
FIRST NAME	AMELIA		NONE	N/A
MIDDLE NAME	ALTERADO		(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	LIBAS ELEMENTARY SCHOOL	N/A	6.6.04	30.3.10	N/A	2010	VALEDICTO RIAN
SECONDARY	MERIDA VOCATIONAL SCHOOL	N/A	6.6.10	29.3.14	N/A	2014	VALEDICTO RIAN
VOCATIONAL / TRADE COURSE	NONE	NONE	NONE	NONE	NONE	NONE	NONE
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING	12.6.14	30.5.20	N/A	2020	MAGNA CUMLAUDE
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	January 14, 2021

[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	01/14/2021
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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		
	College of Engineering Supreme Student Council/ Visayas state University Brgy. Pangasugan, Baybay city, Leyte	06/12/2014	03/31/2015	N/A	First year representative
	Junior Philippine Society of Mechanical Engineers VSU Chapter/ Visayas state University Brgy. Pangasugan, Baybay city, Leyte	06/12/2016	03/31/2017	N/A	Vice President
	Junior Philippine Society of Mechanical Engineers VSU Chapter/ Visayas state University Brgy. Pangasugan, Baybay city, Leyte	08/12/2019	05/31/2020	N/A	Fifth Year Representative
	Visayas State University Department of Sience and Technology- Science Education Institute (DOST-SEI) Scholars Society/ Brgy. Pangasugan, Baybay city,	6/12/2015	03/31/2016	N/A	President

(Continue on separate sheet if necessary)

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


[illegible]













(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
CAD Modeling and Simulation	None	Junior Philippine Society of Mechanical Engineers VSU chapter
Handicraft and gardening	None	VSU College of Engineering Supreme Student Council
Automation and Robotics	None	VSU Robotics Society
Computer Programming	None	VSU DOST Scholars Society
Basketball and Fishing	None	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 29, 2020	CS FORM 212 (Revised 2017), Page 3 of 4
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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)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>Zosima Lapaz</td><td>Can-unzo, Merida, Leyte</td><td>None</td></tr><tr><td>Ulderico Alviola</td><td>Baybay City, Leyte</td><td>None</td></tr><tr><td>Jundy R. Castil</td><td>Baybay City, Leyte</td><td>None</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Zosima Lapaz	Can-unzo, Merida, Leyte	None	Ulderico Alviola	Baybay City, Leyte	None	Jundy R. Castil	Baybay City, Leyte	None
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Jundy R. Castil	Baybay City, Leyte	None											
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.													
<table><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: Passport</td></tr><tr><td>ID/License/Passport No.: P7233087A</td></tr><tr><td>Date/Place of Issuance: 05/19/2018</td></tr></table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: Passport	ID/License/Passport No.: P7233087A	Date/Place of Issuance: 05/19/2018	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>10/29/2020</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	10/29/2020	Date Accomplished				
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Right Thumbmark													
SUBSCRIBED AND SWORN to before me this <u>14 JAN 2021</u> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td> ATTY. RYSAN C. GUINOCOR VSO LEGAL OFFICER Person Administering Oath</td></tr></table>		 ATTY. RYSAN C. GUINOCOR VSO LEGAL OFFICER Person Administering Oath											
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