

## 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	BURLAS		
FIRST NAME	MARLON	NAME EXTENSION (JR., SR)	
MIDDLE NAME	GARANDE		
3. DATE OF BIRTH (mm/dd/yyyy)	9/17/1982	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	MARIVELES, BATAAN	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	SITIO AHAG
7. HEIGHT (m)	165 m	House/Block/Lot No.	Street
8. WEIGHT (kg)	70 kg	Subdivision/Village	BARANGAY CAN-UNTOG
9. BLOOD TYPE	B+	ORMOC CITY	Barangay
10. GSIS ID NO.	BP# 2005109901	City/Municipality	LEYTE
11. PAG-IBIG ID NO.	1211-1123-7133	ZIP CODE	Province
12. PHILHEALTH NO.	13-050135919-0	18. PERMANENT ADDRESS	SITIO AHAG
13. SSS NO.	CRN 0111-4823603-6	House/Block/Lot No.	Street
14. TIN NO.	936-201-622	Subdivision/Village	BARANGAY CAN-UNTOG
15. AGENCY EMPLOYEE NO.	N/A	ORMOC CITY	Barangay
21. E-MAIL ADDRESS (if any)	wasdakamrln@gmail.com		

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ELEGIO	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MAY JAY	N/A	N/A
MIDDLE NAME	ESGUERRA	N/A	N/A
OCCUPATION	KEY ACCOUNT SPECIALIST	N/A	N/A
EMPLOYER/BUSINESS NAME	DELFI MARKETING, INCORPORATED	N/A	N/A
BUSINESS ADDRESS	PARANG, MARIKINA CITY	N/A	N/A
TELEPHONE NO.	0922-8659048	N/A	N/A
24. FATHER'S SURNAME	BURLAS		
FIRST NAME	MARIO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	DADIZON		
25. MOTHER'S MAIDEN NAME			
SURNAME	GARANDE		
FIRST NAME	LUZ		
MIDDLE NAME	FONTILAR		

(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	CAN-UNTOG ELEMENTARY SCHOOL	PRIMARY EDUCATION GRADUATE	1989	1995		1995	VALEDICTORI AN
SECONDARY	IPII NATIONAL HIGH SCHOOL	SECONDARY EDUCATION GRADUATE	1995	1999		1999	SALUTATORI AN
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	EASTERN VISAYAS STATE UNIVERSITY - ORMOC CAMPUS	BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING	2008	2011		2011	
	EASTERN VISAYAS STATE UNIVERSITY - TACLOBAN MAIN CAMPUS	BACHELOR OF SCIENCE IN GEOTHERMAL ENGINEERING	1999	2004		2004	
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE	DATE	July 24, 2017
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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
	LICENSURE FOR MECHANICAL ENGINEER	81.5%	10/24/2011	GUADALUPE, CEBU CITY	0077404 2017
	PROFESSIONAL DRIVER'S LICENSE	N/A	01/18/05	ORMOC CITY, LEYTE	H0305000191 2019

**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	July 24, 2017

## VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

[illegible]

(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)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
COMPUTER LITERATE	N/A	PHILIPPINE SOCIETY OF MECHANICAL ENGINEERS - ORMOC KANANGA CHAPTER
AUTOCAD (2D AND 3D)		
PLAYING GUITAR AND KEYBOARD		

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>	<i>[Signature]</i>	<b>DATE</b>	July 24, 2017
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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 checked="" 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: <b>PRIVATE SECTOR-FINISHED CONTRACT</b>
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)		
NAME	ADDRESS	TEL. NO.
MARIO LILIO VALENZONA	VISAYAS STATE UNIVERSITY, BAYBAY CITY, LEYTE	09176341514
ROQUE PEÑALOSA	LINAO, ORMOC CITY, LEYTE	09199902580
HOMAR SALVA	LAO, ORMOC CITY LEYTE	09171178882
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.		



PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	
Government Issued ID:	UNIFIED MULTI-PURPOSE ID
ID/License/Passport No.:	CRN 0111-4823603-6
Date/Place of Issuance:	2015/ORMOC CITY

Signature (Sign inside the box)
July 24, 2017
Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this JUL 25 2017, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
NOTARY PUBLIC
UNTIL DECEMBER 31, 2017
Person Administering Oath
PTR 0195869 - BAYBAY, LEYTE - 4/12/17
IDP 1030924 - TAGLOREAN CITY - 4/27/16
MCLE COMP. NO. V-0009580-07/20/15
ROLL OF ATTORNEYS NO. 57467