

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	TANAID		
FIRST NAME	RIZAL	NAME EXTENSION (JR., SR) N.A.	
MIDDLE NAME	ROBLES		
3. DATE OF BIRTH (mm/dd/yyyy)	05-29-62	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	Bry. Bidlinan Baybay	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 type="checkbox"/> Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Zone 3 GUADALUPE Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.524 M.	ZIP CODE	06521-A
8. WEIGHT (kg)	65 kg.		
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	House/Block/Lot No. Street Zone 3 GUADALUPE Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
10. GSIS ID NO.	CM-3877294	ZIP CODE	06521-A
11. PAG-IBIG ID NO.			
12. PHILHEALTH NO.	13-000014376~7	19. TELEPHONE NO.	N.A.
13. SSS NO.		20. MOBILE NO.	09355953092
14. TIN NO.	116-627-155	21. E-MAIL ADDRESS (if any)	rizaltanaid@yahoo.com
15. AGENCY EMPLOYEE NO.			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	BULAWAN (deceased)		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ANECITA	NAME EXTENSION (JR., SR) N.A.	DARLYN B. TANAID	02-28-1990
MIDDLE NAME			DARIEL B. TANAID	11-04-1991
OCCUPATION	HOUSEWIFE		RECIEL Ann B. TANAID	04-19-1999
EMPLOYER/BUSINESS NAME			RINEBETH B. TANAID	09-19-1997
BUSINESS ADDRESS			ARADEL MAE B. TANAID	10-17-2000
TELEPHONE NO.				
24. FATHER'S SURNAME	TANAID			
FIRST NAME	LUCIO	NAME EXTENSION (JR., SR) N.A.		
MIDDLE NAME	SABAL			
25. MOTHER'S MAIDEN NAME				
SURNAME	ROBLES			
FIRST NAME	JUSTINA			
MIDDLE NAME	PERERO			

(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	PANGASUGAN ELEM. SCHOOL	ELEM. GRADUATE	1970	1976		1976	N.A.
SECONDARY	VISCA ERHS	H.S. GRADUATE	1977	1981		1981	N.A.
VOCATIONAL / TRADE COURSE							
COLLEGE	VISCA	BSA	1983	1984	42 units		
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

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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	Date of Validity
N.A.					


(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.

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format "00-00") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01/01/17	Present	HOUSEHOLD ATTENDANT I	VISAYAS STATE UNIVERSITY	11,488	SG-3	Regular P.	
08/01/16	12/31/16	HOUSEHOLD ATTENDANT I	VISAYAS STATE UNIVERSITY	10,985	SG-3	Regular P.	
01/01/16	07/31/16	HOUSEHOLD ATTENDANT I	VISAYAS STATE UNIVERSITY	10,883	SG-3	Regular P.	
08/01/13	12/31/15	HOUSEHOLD ATTENDANT I	VISAYAS STATE UNIVERSITY	10,401	SG-3	Regular P.	
06/01/12	07/31/13	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	10,068	SG-2	Regular P.	
06/01/11	05/31/12	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	9,400.00	SG-2	Regular P.	
10/01/10	05/31/11	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	8,733	SG-2	Regular P.	
06/24/10	09/30/10	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	8,594	SG-2	Regular P.	
07/01/09	06/23/10	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	7,906	SG-2	Regular P.	
07/01/08	06/30/09	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	7,219	SG-2	Regular P.	
10/01/07	06/30/08	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	6,563	SG-2	Regular P.	
07/01/07	09/30/07	GUESTHOUSE CARETAKER	VISAYAS STATE UNIVERSITY	6,402	SG-2	Regular P.	
10/01/04	06/30/07	GUESTHOUSE CARETAKER	LEYTE STATE UNIVERSITY	5,745	SG-2	Regular P.	
10/01/01	09/30/04	GUESTHOUSE CARETAKER	LEYTE STATE UNIVERSITY	5,718	SG-2	Regular P.	
07/01/01	09/30/01	GUESTHOUSE CARETAKER	VISAYAS STATE COL. OF AGRIC.	5,706	SG-2	Regular P.	
01/01/00	06/30/01	GUESTHOUSE CARETAKER	VISAYAS STATE COL. OF AGRIC.	5,276	SG-2	Regular P.	
10/01/98	12/31/99	GUESTHOUSE CARETAKER	VISAYAS STATE COL. OF AGRIC.	4,796	SG-2	Regular P.	
01/01/97	09/30/98	GUESTHOUSE CARETAKER	VISAYAS STATE COL. OF AGRIC.	218.10	SG-2	CASUAL	
07/01/96	12/31/96	GUESTHOUSE CARETAKER	VISAYAS STATE COL. OF AGRIC.	218.10	SG-2	CASUAL	
01/01/96	06/30/96	UTILITY WORKER I	VISAYAS STATE COL. OF AGRIC.	200.10	SG-2	CASUAL	
01/01/95	12/31/95	UTILITY WORKER I	VISAYAS STATE COL. OF AGRIC.	172.10	SG-2	CASUAL	
01/01/94	12/31/94	UTILITY WORKER I	VISAYAS STATE COL. OF AGRIC.	127.10	SG-2	CASUAL	
01/01/93	12/30/93	UTILITY WORKER I	VISAYAS STATE COL. OF AGRIC.	90.70	SG-2	CASUAL	
07/01/87	12/31/92	UTILITY WORKER I	VISAYAS STATE COL. OF AGRIC.	72.10	SG-2	CASUAL	
03/01/87	06/30/87	CARPENTER MAINTENANCE	VISAYAS STATE COL. OF AGRIC.	22.90	SG-2	CASUAL	
07/01/86	02/28/87	CARPENTER MAINTENANCE	VISAYAS STATE COL. OF AGRIC.	19.90	SG-2	CASUAL	
04/23/86	06/01/86	CARPENTER MAINTENANCE	VISAYAS STATE COL. OF AGRIC.	18.10	SG-2	CASUAL	
06/01/82	03/31/83	LABORER	VISAYAS STATE COL. OF AGRIC.	14.95	SG-2	CASUAL	

(Continue on separate sheet if necessary)

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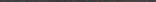
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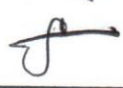

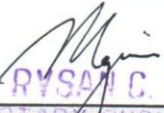
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
CLEANING	N.A.	ROM-CATHOLIC -
DRIVING		KARISMATIC MOVEMENT
SERVING		
MARKETING		

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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 40%;">NAME</th><th style="width: 40%;">ADDRESS</th><th style="width: 20%;">TEL. NO.</th></tr></thead><tbody><tr><td>PROF. PRUDENCIO G. MARQUEZ</td><td>BR. KILIM BAYBAY</td><td></td></tr><tr><td> </td><td> </td><td> </td></tr><tr><td> </td><td> </td><td> </td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	PROF. PRUDENCIO G. MARQUEZ	BR. KILIM BAYBAY							
NAME	ADDRESS	TEL. NO.											
PROF. PRUDENCIO G. MARQUEZ	BR. KILIM BAYBAY												
<p>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.</p>													
<div style="border: 1px solid black; padding: 5px;"><p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p><p>PLEASE INDICATE ID Number and Date of Issuance</p><p>Government Issued ID: <u>VSU ID</u></p><p>ID/License/Passport No.: <u>V-000504</u></p><p>Date/Place of Issuance: _____</p></div>	<div style="border: 1px solid black; padding: 5px;"><p style="text-align: center;"></p><p style="text-align: center;">Signature (Sign inside the box)</p><p style="text-align: center;">Date Accomplished <u>4/25/17</u></p></div> <div style="border: 1px solid black; padding: 5px; text-align: center;"><p>Right Thumbmark</p></div>												
<p>SUBSCRIBED AND SWORN to before me this <u>APR 26 2017</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; padding: 10px; text-align: center;"><p></p><p>ATTY. RYSAN G. GUINOCOR</p><p>Person Administering Oath</p></div>													

