

CS Form No. 212  
Revised 2017

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  
MONTERON

FIRST NAME  
KAREN ABEGAIL

MIDDLE NAME  
SORIA

3. DATE OF BIRTH  
(mm/dd/yyyy)  
11/01/1987 11/11/1987 as

4. PLACE OF BIRTH  
BAYBAY, LEYTE

5. SEX  
☐ Male ☒ Female

6. CIVIL STATUS  
☒ Single ☐ Married  
☐ Widowed ☐ Separated  
☐ Other/s:

7. HEIGHT (m)  
1.494

8. WEIGHT (kg)  
65

9. BLOOD TYPE  
A+

10. GSIS ID NO.  
N/A

11. PAG-IBIG ID NO.  
121007428830

12. PHILHEALTH NO.  
12-050781183-9

13. SSS NO.  
06-2854890-2

14. TIN NO.  
868 430 882 000

15. AGENCY EMPLOYEE NO.  
N/A

16. CITIZENSHIP  
☒ Filipino ☐ Dual Citizenship  
☒ by birth ☐ by naturalization  
Pls. indicate country:

If holder of dual citizenship,  
please indicate the details.

17. RESIDENTIAL ADDRESS  
UNIT 1-A SALVE'S TOWNHOUSE LOPEZ JAENA ST.  
House/Block/Lot No. Street  
LLENES COMPOUND SUBANGDAKU  
Subdivision/Village Barangay  
MANDAUE CITY CEBU  
City/Municipality Province  
6014

18. PERMANENT ADDRESS  
241 N/A  
House/Block/Lot No. Street  
N/A COGON  
Subdivision/Village Barangay  
BAYBAY LEYTE  
City/Municipality Province  
6521

19. TELEPHONE NO.  
N/A

20. MOBILE NO.  
(0966) 833 2544

21. E-MAIL ADDRESS (if any)  
karenmonteron.law@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME  
N/A

FIRST NAME  
N/A

MIDDLE NAME  
N/A

OCCUPATION  
N/A

EMPLOYER/BUSINESS NAME  
N/A

BUSINESS ADDRESS  
N/A

TELEPHONE NO.  
N/A

23. NAME of CHILDREN (Write full name and list all)  
N/A

DATE OF BIRTH (mm/dd/yyyy)  
N/A

24. FATHER'S SURNAME  
MONTERON

FIRST NAME  
RAUL

MIDDLE NAME  
ROFLO

25. MOTHER'S MAIDEN NAME  
SORIA

FIRST NAME  
FLOREFINA

MIDDLE NAME  
MEMBREBE

III. EDUCATIONAL BACKGROUND

26. LEVEL

NAME OF SCHOOL  
(Write in full)

BASIC EDUCATION/DEGREE/COURSE  
(Write in full)

PERIOD OF ATTENDANCE  
From To

HIGHEST LEVEL/  
UNITS EARNED  
(if not graduated)

YEAR  
GRADUATED

SCHOLARSHIP/  
ACADEMIC  
HONORS  
RECEIVED

ELEMENTARY

BAYBAY NORTH CENTRAL SCHOOL

ELEMENTARY

1994 2000

N/A

2000

N/A

SECONDARY

BAYBAY NATIONAL HIGH SCHOOL

HIGHSCHOOL

2000 2004

N/A

2004

N/A

VOCATIONAL /  
TRADE COURSE

N/A

N/A

N/A N/A

N/A

N/A

COLLEGE

VISAYAS STATE UNIVERSITY

BACHELOR OF SCIENCE IN  
AGRIBUSINESS

2004 2008

N/A

2008

N/A

GRADUATE STUDIES

UNIVERSITY OF SAN JOSE RECOLETOS

JURIST DOCTOR

2012 2017

N/A

N/A

N/A

SIGNATURE

DATE


CS FORM 212 (Revised 2017). Page 1 of 4



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
	CAREER SERVICE PROFESIONAL ELIGIBILITY	82.5	03/29/2009	LEYTE NORMAL UNIVERSITY-TACLOBAN CITY	140321	05/29/2009
	RA 1080 (BAR)	75.3	NOV. 2017	UNIVERSITY OF STO. TOMAS	70569	4/6/2018

**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	11/14/2024



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		
	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

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


30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	MANDATORY CONTINUING LEGAL EDUCATION-7TH COMPLIANCE	04/15/2019	04/14/2022	36.0	N/A	SUPREME COURT OF THE PHILIPPINES-PHILJA
	ORIENTATION AND SEMINAR WORKSHOP FOR COURT DECONGESTION OFFICERS OF BENEFICIARY COURTS OF THE VISAYAS	11/26/2019	11/27/2019	N/A	N/A	SUPREME COURT OF THE PHILIPPINES
	MANDATORY CONTINUING LEGAL EDUCATION-6TH COMPLIANCE	09/20/2018	09/21/2018	12	N/A	PHIL. JUDICIAL ACADEMY
	2018 EASTERN VISAYAS REGIONAL CONVENTION	09/20/2018	09/21/2018	N/A	N/A	IBP-EASTERN VISAYAS
	HUSTISYEAH! COURT DECONGESTION PROGRAM	Apr-15	Apr-15	N/A	N/A	SUPREME COURT OF THE PHILIPPINES
	HUSTISYEAH! TRAINING ON CASE DECONGESTION FOR LAWYERS AND LEGAL RESEARCHERS	04/20/2015	04/21/2015	N/A	N/A	SUPREME COURT OF THE PHILIPPINES

(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)
	READING BOOKS/ NOVELS		N/A		INTEGRATED BAR OF THE PHILIPPINES CEBU CHAPTER
	COOKING				
	PLAYING COMPUTER GAMES				

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	7/16/2024



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)?

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

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?

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?

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

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

NAME	ADDRESS	TEL. NO.
HON. MARC JOSEPH A. QUIRANTE	Presiding Judge, RTC-88, Mandaue City	(032) 231 9467
ATTY. CELESTE B. BELCIÑA	Branch Clerk of Court, RTC-88, Mandaue City	9228613285
ATTY. RUSSEL S. PERNITES	Managing Partner, BPB LAW OFFICES	(032) 254-2027

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.



KAREN ABIGAIL S. MONTERON

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: IBP ID

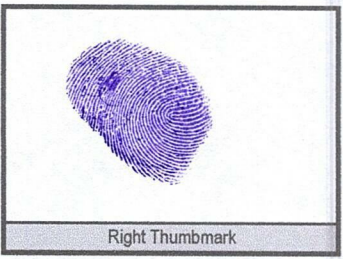
ID/License/Passport No.: 70569

Date/Place of Issuance: IBP-CEBU CHAPTER/ 02/2022

Signature (Sign inside the box)

11/16/2024

Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this

6 NOV 2024

, affiant exhibiting his/her validly issued government ID as indicated above.

Doc. No. 205  
Page No. 42  
Book No. 02  
Series of 2024

ATTY. KIMBERLY MARIE F. ESMEÑA

Notary Public for Cebu City

Notarial Commission No. 033-22, until December 31, 2025

MCLE Compliance No. VIII-0010208 - August 22, 2022 - Valid until April 14, 2028

Person Administering Oath

PTR No. 2497126 - December 1, 2019 (Cebu City)

Office of the Mayor, Ground fl., Executive Bldg., 1st Fl. Mail  
M.C. Briones St., Cebu City



## WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: September 2023 – present
- Position: Partner
- Name of Office/Unit: Atty. Don Noval Law Office
- Immediate Supervisor: Atty. Don Noval Law
- Name of Agency/Organization and Location: G-21, Club Ultima Tower 3, Osmeña Blvd., Cebu City
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
  - Advise and represent clients in courts; prepare and make pleadings; conduct research and analysis of legal problems; filing of pleadings or legal documents in court or in any government agencies.

- Duration: 1 July 2019 – 30 June 2023
- Position: Court Decongestion Officer
- Name of Office/Unit: Regional Trial Court - Branch 88, Mandaue City
- Immediate Supervisor: Judge Marc Joseph Quirante
- Name of Agency/Organization and Location: RTC - Branch 88, Mandaue City
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
  - Assist in the conduct of inventory of cases of assigned in the court; assist in legal research and in drafting orders and/or decisions; perform other court duties assigned by the presiding judge of the court in accordance with the guidelines approved by the Supreme Court and attend seminars, workshops and conferences conducted by the Supreme Court.

- Duration: 5 June 2018 – Jan 2019
- Position: Associate Lawyer
- Name of Office/Unit: BPB Law Offices
- Immediate Supervisor: Atty. Neil Aaron C. Balili
- Name of Agency/Organization and Location: BPB Law Offices
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
  - Advise and represent clients in courts; prepare and make pleadings; conduct research and analysis of legal problems; filing of pleadings or legal documents in court or in any government agencies; responsible in administrative duties in the office; supervise or oversee the duties of the other staff and other duties assigned by the senior lawyers.

- Duration: January 2018 – 4 June 2018  
April 2015 – May 2017
- Position: Legal Assistant
- Name of Office/Unit: BPB Law Offices
- Immediate Supervisor: Atty. Russel S. Pernites and Atty. Neil Aarom C. Balili



- Name of Agency/Organization and Location: BPB Law Offices
  - List of Accomplishments and Contributions (if any)
  - Summary of Actual Duties
    - Prepare and make pleadings; conduct research and analysis of legal problems; filing of pleadings or legal documents in court or in any government agencies including making follow-up; responsible in administrative duties in the office; supervise or oversee the duties of the other staff and other duties assigned by the senior lawyers.
- Duration: 15 July 2010 – 10 November 2011
- Position: Accounting Clerk
- Name of Office/Unit: Elite Machines, Inc.-Cebu Branch
- Immediate Supervisor: Ritchel S. Sevileno and Enrique G. Alfeche, Jr.
- Name of Agency/Organization and Location: Elite Machines, Inc.-Cebu Branch, General Maxilom Ave., Cebu City
  - List of Accomplishments and Contributions (if any)
  - Summary of Actual Duties
    - Entertain walk-in clients; receive payments from the walk-in clients, from the office technicians and agents; prepare the cash and service invoices; make a daily and monthly reports of the cash received or revenues; and forward and turn-over the revenue of the day to the accounting head together with the daily report.
- Duration: 12 December 2008 – 11 August 2009
- Position: Accounting Clerk
- Name of Office/Unit: Gemmary Pawnshop and Jewellery-Baybay Branch
- Immediate Supervisor: Jeffrey Sague
- Name of Agency/Organization and Location: Gemmary Pawnshop and Jewellery-Baybay Branch
  - List of Accomplishments and Contributions (if any)
  - Summary of Actual Duties
    - Received the pawn tickets of the clients; compute the interest rate to be paid or the principal amount with the interest based on the pawn tickets; prepare and process the renewals and redemptions of the pawn items in the computer system; assist the cashier in balancing the daily revenues and transactions at the end of the day; and confirm if the revenue for the day as shown in the computer system equates with the cash on hand in the cashier's vault.

  
**ATTY. KAREN ABEGAIL S. MONTERON**  
Date: November 16, 2024