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

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. 1, CS ID No. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes (and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 2 SURNAME BATHAN NAME EXTENSION (JR., SR) FIRST NAME NARCISO MIDDLE NAME **CASTRO** 3. DATE OF BIRTH 07/09/1965 16. CITIZENSHIP ☑ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization 4. PLACE OF BIRTH BAYBAY, LEYTE Pls. indicate country: If holder of dual citizenship, please indicate the details. 5 SEX ✓ Male Female T Single ✓ Married 17 RESIDENTIAL ADDRESS N/A N/A 6 CIVIL STATUS House/Block/Lot No Street ☐ Widowed Separated N/A MASLUG Other/s: Subdivision/Village 6521 Barangay BAYBAY LEYTE 7. HEIGHT (m) 5'6" City/Municipality Province 8. WEIGHT (kg) 70 KL. ZIP CODE 6521 18. PERMANENT ADDRESS N/A N/A 9. BLOOD TYPE A House/Block/Lot No Street MASLUG N/A 10. GSIS ID NO. CMOOOO3878448 Subdivision/Village Barangay BAYBAY LEYTE 11 PAG-IBIG ID NO 1700-0024-2558 5521 City/Municipality Province 12. PHILHEALTH NO 13000015617-6 ZIP CODE 6521 13 SSS NO N/A 19 TELEPHONE NO N/A 14. TIN NO. 116-623-225 20. MOBILE NO. N/A V000573 15. AGENCY EMPLOYEE NO. 21. E-MAIL ADDRESS (if any) FAMILY BACKGROUN 22 SPOUSE'S SURNAME BATHAN 23 NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) WELINDA FIRST NAME HAZEL ANN 03/23/1992 TUYAN MIDDLE NAME MARIA NERESSA 10/2/1995 HOUSEWIFE OCCUPATION. HADLEY 11/22/2000 EMPLOYER/BUSINESS NAME N/A HERA AUDRIELLE 10/11/2011 BUSINESS ADDRESS N/A N/A TELEPHONE NO. BATHAN 24. FATHER'S SURNAME NAME EXTENSION (JR., SR) MARCELO FIRST NAME MIDDLE NAME **AREOLA** 25. MOTHER'S MAIDEN NAME SURNAME CASTRO MARIA FIRST NAME ANAJAO MIDDLE NAME (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC LEVEL UNITS EARNED (if not graduated) (Write in full) GRADUATED (Write in full) RECEIVED From To ELEMENTARY **BAYBAY NORTH CENTRAL SCOOL** ELEMENTARY 1971 1977 1977 FRANCISCAN COLLEGE OF THE IMMACULATE SECONDARY HIGH SCHOOL CONCEPTION VOCATIONAL / TRADE COURSE FRANCISCAN COLLEGE OF THE IMMACULATE COLLEGE JUNIOR SCRETARIAL COURSE 1981 1983 1983 CONCEPTION GRADUATE STUDIES M APPIL \$ 2017 W SIGNATURE DATE

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VI. VOLUNTARY WORK OR INVOLVEMENT	IN CIVIC / GOVERNMENT /	PEOPLE / VOL	UNTARY O	RGANIZATION		
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VII. LEARNING AND DEVELOPMENT (L&D)		ntinue on seperate s OGRAMS ATTE		(Y)		
(Start from the most recent L&D training program and incl	ude only the relevant L&D/training taken for	T		Chief/Executive Manag	erial positions)	
30. TITLE OF LEARNING AND DEVELOPMENT INT (Write in fu		ATTEN	DATES OF DANCE d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
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VIII. OTHER INFORMATION	T NO	N-ACADEMIC DISTIR	UCTIONS / PEC	OGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION
31. SPECIAL SKILLS and HOBBIES	32. NO		e in full)	SHITOH		33. (Write in full)
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34.	Are you related by consanguinity or affinity to the binting chief of bureau or office or to the person who has immediate					
	Bureau or Department where you will be apppointed,	supervision over you in the office,		1 /		
	a. within the third degree?	YES V NO	0			
	b. within the fourth degree (for Local Government Unit - Care	er Employees)?	☐ YES ☑ NO	0		
		If YES, give details:				
25	a. Have you ever been found guilty of any administrative offe	nse?				
30.	a. Have you ever been found guilty of any administrative one	YES V NO	0			
			ii 120, give details.			
	b. Have you been criminally charged before any court?		YES V	10		
	b. Have you been criminally drialged before any court?		If YES, give details:			
			Date Filed:			
brance		Status of Case/s:				
36.	Have you ever been convicted of any crime or violation of any	YES V	NO			
	any court or tribunal?	If YES, give details:				
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37.	Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, end	에 따라 있어서 하다 하는 아니라 아무슨 얼마 아무슨 그들은 사람들이 되었다면 하다 하는 것이 되었다면 하다 하는 것이다.	YES If YES, give details:	NO		
	(abolition) in the public or private sector?	To term, improve contract or priesed out	TES, give details.			
38.	a. Have you ever been a candidate in a national or local elec-	tion held within the last year (except	☐ YES ✓	NO		
	Barangay election)?		If YES, give details:			
	b. Have you resigned from the government service during the	YES VO				
	election to promote/actively campaign for a national or local or	If YES, give details:				
39.	Have you acquired the status of an immigrant or permanent	resident of another country?	YES V NO			
	Carlo and the ca		If YES, give details (cour	ntry):		
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magi	na Carta far Disabled Parsons (PA				
10.	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),	하나 가장 보다 하나 있다. 아이들 아이들이 있는데 아이들이 아이들이 아이들이 아이들이 아이들이 아니는데 아이들이 아니는데 아이들이 아니는데 아이들이 아이들이 아이들이 아니는데 아이들이 아니는데 아이들이 아니는데 아이들이 아이들이 아니는데 아니는데 아니는데 아니는데 아니는데 아니는데 아니는데 아니는데				
a.	Are you a member of any indigenous group?		□ VES □	NO NO		
			If YES, please specify:	7 110		
b.	Are you a person with disability?	☐ YES ☐ If YES, please specify ID No	2 NO			
c.	Are you a solo parent?	YES V NO				
		If YES, please specify ID No				
41.	REFERENCES (Ferson not related by consenguinity or affinity to applicant /a	ppointee)				
	NAME	ADDRESS	TEL. NO.			
	RAMON ORIAS	VISAYAS STATE UNIVERSITY	563-7229			
	DANIEL TAN	VISAYAS STATE UNIVERSITY	563-7229	196		
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42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine					
	Philippines. I authorize the agency head/authorized represer			A STATE OF		
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	SUBSCRIBED AND SWORN to before me this	N 2 2 2019 , affiant exhibiting	ng his/her validly issued governi	ment ID as indicated above.		
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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: October 15, 1989 present
 - · Position: Admin, Aide II
 - Name of Office/Unit: PhilRootcrops Immediate Supervisor: Ms. Elsa M. Umpad
 - · Name of Agency/Organization and Location: VSU, Baybay City, Leyte

Summary of Actual Duties:

- o Makes streamers, banners, backdrops, posters.
- o Prepare cover designs for reports.
- o Binding of reports, reference materials, training modules.
- o Designs & Lay-outs for t-shirts, displays, exhibits, painting.
- Accepts request from other depts., offices.
- o Performed other duties that may be assigned.

NARCISO C. BATHAN

(Signature over Printed Name of Employee/Applicant)

Date: January 18, 2019