

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION


2. SURNAME	CABALLERO		NAME EXTENSION (JR, SR)	
FIRST NAME	Jaime			
MIDDLE NAME	ABANAG			
3. DATE OF BIRTH (mm/dd/yyyy)	12/04/1969	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	Hinabangan Western Samar	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 checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay Baybay City Pangasugan City/Municipality Province Leyte ZIP CODE 6521	
7. HEIGHT (m)	5'5	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay Baybay City Pangasugan City/Municipality Province Leyte ZIP CODE 6521	
8. WEIGHT (kg)	87.6	19. TELEPHONE NO	N/A	
9. BLOOD TYPE	"A"	20. MOBILE NO	09365459284	
10. GSIS ID NO	3878147	21. E-MAIL ADDRESS (if any)	N/A	
11. PAG-IBIG ID NO	1700-0024-3987			
12. PHILHEALTH NO	13000015075-5			
13. SSS NO	N/A			
14. TIN NO	116-623-513			
15. AGENCY EMPLOYEE NO	00579			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	CABALLERO	23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Villa	Jobert CABALLERO	10/08/1989
MIDDLE NAME	Lapara	Marie Chris CABALLERO	03/20/1991
OCCUPATION	HOUSEWIFE	Art Jay CABALLERO	09/25/1995
EMPLOYER/BUSINESS NAME	N/A	Maribel CABALLERO	11/22/1999
BUSINESS ADDRESS	N/A		
TELEPHONE NO	N/A		
24. FATHER'S SURNAME	CABALLERO		
FIRST NAME	Artemio (Deceased)		
MIDDLE NAME	Orio		
25. MOTHER'S MAIDEN NAME			
SURNAME	ABANAG		
FIRST NAME	Rosalinda (Deceased)		
MIDDLE NAME	Nabual		

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 Elementary School	Primary Education	1977	1982		1982	N/A
SECONDARY	Baybay Central	Alternative (ALS) Learning System	2014	2015		2015	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A					
COLLEGE	N/A	N/A					
GRADUATE STUDIES	N/A	N/A					

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IV. CIVIL SERVICE ELIGIBILITY					
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UND 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
NONE			NONE		

(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 "00-0") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01/01/2017	PRESENT	ADMINISTRATIVE AIDE III	VISAYAS STATE UNIVERSITY	13644.00	3	PERMANENT	YES
08/01/2017	12/31/2016	ADMINISTRATIVE AIDE III	VISAYAS STATE UNIVESITY	13996.00	3	PERMANENT	YES
01/01/2016	07/31/2016	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	4204.11	3	CASUAL	YES
01/01/2014	12/31/2015	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	409.09	3	CASUAL	YES
07/01/2013	12/31/2013	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	376.68	3	CASUAL	YES
01/01/2011	06/30/2013	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	344.32	3	CASUAL	YES
01/01/2010	12/31/2010	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	311.91	3	CASUAL	YES
07/01/2008	12/31/2009	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	279.50	3	CASUAL	YES
07/01/2007	06/30/2008	ADMINISTRATIVE AIDE I	VISAYAS STATE UNIVERSITY	254.09	3	CASUAL	YES
03/01/2008	06/30/2007	ADMINISTRATIVE AIDE I	LEYTE STATE UNIVERSITY	281.00	3	CASUAL	YES
01/01/2004	02/29/2004	LABORER I	LEYTE STATE UNIVERSITY	231.00	3	CASUAL	YES
01/01/2003	12/31/2003	LABORER I	LEYTE STATE UNIVERSITY	231.00	3	CASUAL	YES
01/01/2002	12/31/2002	LABORER I	LEYTE STATE UNIVERSITY	231.00	3	CASUAL	YES
07/01/2003	12/31/2001	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	231.00	3	CASUAL	YES
01/01/2001	06/30/2001	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	220.00	3	CASUAL	YES
01/01/2000	12/31/2000	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	220.00	3	CASUAL	YES
01/01/1999	12/31/1999	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	200.00	3	CASUAL	YES
01/01/1998	12/31/1998	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	200.00	3	CASUAL	YES
06/01/1997	12/31/1997	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	200.00	3	CASUAL	YES
01/01/1996	12/31/1996	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	200.00	3	CASUAL	YES
01/01/1995	12/31/1995	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	172.73	3	CASUAL	YES
01/01/1994	12/31/1994	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	127.24	3	CASUAL	YES
01/01/1993	12/31/1993	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	90.90	3	CASUAL	YES
01/01/1992	12/31/1992	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	90.90	3	CASUAL	YES
01/01/1991	12/31/1991	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	90.90	3	CASUAL	YES
07/01/1989	12/31/1990	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	90.90	3	CASUAL	YES
12/19/1987	06/30/1989	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	32.85	3	CASUAL	YES
07/01/1986	12/13/1987	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	19.90	3	CASUAL	YES
03/01/1986	06/30/1986	LABORER I	VISAYAS STATE COLLEGE OF AGRICULTURE	18.10	3	CASUAL	YES

(Continue on separate sheet if necessary)

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DURATION: MARCH 1, 2004 - PRESENT

POSITION: ADMINISTRATIVE AIDE III


NAME OF OFFICE/UNIT: HEAVY EQUIPMENT & LIGHT VEHICLE MAINTENANCE UNIT

IMMEDIATE SUPERVISOR: REMEGIO M. SANICO

NAME OF AGENCY/ORGANIZATION AND LOCATION: VISAYAS STATE UNIVERSITY

SUMMARY OF ACTUAL DUTIES:

RESPONSIBLE FOR OPERATING/DRIVING ASSIGNED VEHICLE; CHECK-UP/
SERVICING OF VEHICLE; CLEANING GARAGE AND PERFORM OTHER
RELATED FUNCTION.


JAIME A. CABALLERO

(SIGNATURE OVER PRINTED NAME OF
EMPLOYEE/APPLICANT)

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		
	None				None

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

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions.)

[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)
Tractor Operator	NONE	NONE
Dump.Truck Driver	none	none
Suv. Driver	NONE	NONE
Welder	NONE	NONE
Heavy Equipment operator	NONE	NONE

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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)?

☐ YES ☒ NO
☐ YES ☒ NO

If YES, give details:

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

☐ YES ☒ NO
If YES, give details:

b. Have you been criminally charged before any court?

☐ YES ☒ 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?

☐ YES ☒ 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?

☐ YES ☒ 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)?

☐ YES ☒ NO
If YES, give details:

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?

☐ YES ☒ NO
If YES, give details:

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

☐ YES ☒ 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?

☐ YES ☒ NO
If YES, please specify:

b. Are you a person with disability?

☐ YES ☒ NO
If YES, please specify ID No:

c. Are you a solo parent?

☐ YES ☒ NO
If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
DR. OTHELLO B. CAPINDO	VISAYAS STATE UNIVERSITY	
MARIO E. BALIAD	BRGY. MARCOSBAGAY CITY	
REFUGIO M. SANICO	VISAYAS STATE UNIVERSITY	

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.



JAIME A. CABALLERO
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: DRIVER'S LICENSE

ID/License/Passport No.: H0399032329

Date/Place of Issuance: DECEMBER 3, 2016 DPMO CITY

Signature (Sign inside the box)
04/25/2017
Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this

APR 26 2017

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

ATTY. RYSAN C. GUINOCOR

Person Administering Oath

IBP 1030824-1 AGT. GRAN CITY - 12/18/16
MCLE COMP. NO. V-005 07/20/15
ROLL OF ATTORNEYS NO. 57467