

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	VALERA		
FIRST NAME	MELCHOR	NAME EXTENSION (JR., SR)	
MIDDLE NAME	PASCUA		
3. DATE OF BIRTH (mm/dd/yyyy)	06/01/1988	16. CITIZENSHIP	FILIPINO
4. PLACE OF BIRTH	MINGLANILLA CEBU	If holder of dual citizenship, please indicate the details.	Pls. indicate country:
5. SEX	MALE		
6. CIVIL STATUS	MARRIED	17. RESIDENTIAL ADDRESS	B2 L8 CANGHANGAT
7. HEIGHT (m)	1.74 M	ZIP CODE	House/Block/Lot No. Street
			VILLA SEBASTIANA TAWASON
8. WEIGHT (kg)	80KG	ZIP CODE	Subdivision/Villa Barangay
			MANDAUE CITY CEBU
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	1204 H. CORTES ST.
10. GSIS ID NO.	N/A		House/Block/Lot No. Street
11. PAG-IBIG ID NO.	914268343955	ZIP CODE	CASUNTINGAN
			Subdivision/Villa Barangay
12. PHILHEALTH NO.	120513731480	ZIP CODE	MANDAUE CITY CEBU
13. SSS NO.	0631060930		City/Municipality Province
14. TIN NO.	319090715000	19. TELEPHONE NO.	6014 3456767
15. AGENCY EMPLOYEE NO.	04-0294	20. MOBILE NO.	09062695289
		21. E-MAIL ADDRESS (if any)	choyicks@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	GONZAGA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GAYLE MARIE	NAME EXTENSION (JR., SR)	MELCHARRA GAYLE G. VALERA	31/01/2012
MIDDLE NAME	GOGO		MORANE CALEY G. VALERA	25/04/2019
OCCUPATION	CAKE ARTIST			
EMPLOYER/BUSINESS NAME	BEBONG'S CAKES AND PASTRIES			
BUSINESS ADDRESS	PLARIDEL ST., CAMBARO, MANDAUE CITY, CEBU 6014			
TELEPHONE NO.	3464866			
24. FATHER'S SURNAME	VALERA			
FIRST NAME	JOSE	NAME EXTENSION (JR., SR)		
MIDDLE NAME	OUANO			
25. MOTHER'S MAIDEN NAME				
SURNAME	PASCUA			
FIRST NAME	BLANCA			
MIDDLE NAME	OROSCO			
<i>(Continue on separate sheet if necessary)</i>				

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	CABANCALAN 1 ELEMENTARY SCHOOL	PRIMARY	01/06/1994	31/03/2000		2000	
SECONDARY	UNIVERSITY OF CEBU	HIGHSCHOOL	01/06/2000	31/03/2004		2004	
VOCATIONAL / TRADE COURSE	CENTER FOR HEALTHCARE PROFESSIONS CEBU, INC.	VOCATIONAL	01/08/2013	01/03/2014		2014	
COLLEGE	BENEDICTO COLLEGE	B.S. NURSING	01/04/2007	31/03/2010		2010	
GRADUATE STUDIES							
<i>(Continue on separate sheet if necessary)</i>							

SIGNATURE		DATE	
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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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p>NO If YES, give details: _____</p>												
<p>35. a. Have you ever been charge in an administrative offense? b. Have you been criminally charged before any court?</p>	<p>NO If YES, give details: _____</p> <p>NO If YES, give details: Date Filed: _____ 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>NO 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>NO 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)? 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>NO If YES, give details: _____ NO If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p>NO 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: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?</p>	<p>NO If YES, please specify: _____ NO If YES, please specify ID No: _____ NO 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>ATTY. JAMAAL JAMES R. CALIPAYAN</td> <td>MANDAUE CITY</td> <td></td> </tr> <tr> <td>HON. Oscar "OCA" Jayme del Castillo Jr.</td> <td>MANDAUE CITY</td> <td></td> </tr> <tr> <td>PERCY MENDOZA PONGASI , R.N.</td> <td>MANDAUE CITY</td> <td></td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	ATTY. JAMAAL JAMES R. CALIPAYAN	MANDAUE CITY		HON. Oscar "OCA" Jayme del Castillo Jr.	MANDAUE CITY		PERCY MENDOZA PONGASI , R.N.	MANDAUE CITY	
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<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>													
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<p style="text-align: center;">SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath</p>													

PHOTO

Right Thumbmark