

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 | SILVERIO | | |
| FIRST NAME | ANEE JANE | | NAME EXTENSION (JR., SR) |
| MIDDLE NAME | BACANTO | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 10/07/1989 | 16. CITIZENSHIP | FILIPINO |
| 4. PLACE OF BIRTH | PILAR, CAPIZ | If holder of dual citizenship, please indicate the details. | Pls. indicate country: |
| 5. SEX | FEMALE | | |
| 6. CIVIL STATUS | SEPERATED | 17. RESIDENTIAL ADDRESS | Blk 12 Lt 29&31 |
| | | | House/Block/Lot No. Street |
| | | | MONTICELLO VILLAS BALABAG |
| | | | Subdivision/Village Barangay |
| | | | PAVIA ILOILO |
| | | | City/Municipality Province |
| 7. HEIGHT (m) | 1.53 | ZIP CODE | 5001 |
| 8. WEIGHT (kg) | 60kgs | | |
| 9. BLOOD TYPE | 2 | 18. PERMANENT ADDRESS | |
| 10. GSIS ID NO. | none | | House/Block/Lot No. Street |
| 11. PAG-IBIG ID NO. | 121-126841749 | | NATIVIDAD |
| 12. PHILHEALTH NO. | 11-025256471-9 | | Subdivision/Village Barangay |
| | | | PILAR CAPIZ |
| | | | City/Municipality Province |
| | | ZIP CODE | 5804 |
| 13. SSS NO. | 07-2604116-5 | 19. TELEPHONE NO. | (03) 333-72097 |
| 14. TIN NO. | 401-352-794 | 20. MOBILE NO. | 09397231722 |
| 15. AGENCY EMPLOYEE NO. | none | 21. E-MAIL ADDRESS (if any) | aj.is.outnow@gmail.com |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|----------|--------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | None | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | NA | NAME EXTENSION (JR., SR) | RIJAN CAEZAR SILVERIO | 8/23/2010 |
| MIDDLE NAME | NA | | CHRISTIAN GREY SILVERIO | 8/20/2012 |
| OCCUPATION | NA | | ARGEL DEO TEODOSIO | 12/23/2018 |
| EMPLOYER/BUSINESS NAME | NA | | | |
| BUSINESS ADDRESS | NA | | | |
| TELEPHONE NO. | NA | | | |
| 24. FATHER'S SURNAME | BACANTO | | | |
| FIRST NAME | PRIMO | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | ALBA | | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | BERMEJO | | | |
| FIRST NAME | ADORA | | | |
| MIDDLE NAME | PATRICIO | | (Continue on separate sheet if necessary) | |

III. EDUCATIONAL BACKGROUND

| | | | | | | | |
|---------------------------|----------------------------------|-------------------------------------|----------------------|------------|--|-----------------|---------------------------------------|
| 26. LEVEL | (Write in full) | ATION/DEGREE/COURSE (Write in full) | PERIOD OF ATTENDANCE | | HIGHEST LEVEL/ UNITS EARNED (if not graduated) | YEAR GRADUATE D | SCHOLARSHIP/ ACADEMIC HONORS RECEIVED |
| | | | From | To | | | |
| ELEMENTARY | PILAR ELEMENTARY SCHOOL | PRIMARY | 1996 | 2002 | GRADUATE | 2002 | 5TH HONORABLE MENTION |
| SECONDARY | CAPIZ NATIONAL HIGHSCHOOL | SECONDARY/ SCHOOL OF THE FUTURE | 2002 | 2006 | GRADUATE | 2006 | |
| VOCATIONAL / TRADE COURSE | LIFEGOAL INTERNATIONAL INSTITUTE | COMPUTER HARDWARE SERVICING | 6/1/2009 | 10/30/2009 | GRADUATE | 2009 | |
| COLLEGE | FILAMER CHRISTIAN COLLEGE | BS INFORMATION MANAGEMENT | 2006 | 2010 | GRADUATE | 2010 | ACADEMIC HONOR |
| GRADUATE STUDIES | | | | | | | |

(Continue on separate sheet if necessary)

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|-----------|---|------|-------------------|
| SIGNATURE |  | DATE | November 22, 2021 |
|-----------|---|------|-------------------|

| 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 |
| CAREER SERVICE ROFESSIONAL ELIGIIBILTY | 80.1 | 5/22/20211 | ROXAS CITY, CAPIZ | 08-142191 | NA |
| | | | | | |
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(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) | | (Write in full/Do not abbreviate) | Y / 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 (Y/ N) |
|-------------------------------------|------------|---------------------------------------|---|----------------|--|-----------------------|----------------|
| From | To | | | | | | |
| 3/6/2020 | PRESENT | PRECERTIFICATION INTAKE RERESENTATIVE | EXL SERVICES ILOILO | 15000.00 | NA | REGULAR TENURED | N |
| 2/7/2019 | 02/30/2020 | TRAVEL ASSOCIATE | WNS GLOBAL SERVICES PHILIPPINES | 11500.00 | NA | REGULAR TENURED | N |
| 8/15/2018 | 12/31/2018 | ADMINISTRATIVE ASSISTANT II | DSWD FO 6/DRRMD | 18485.00 | SG8 | MOA | Y |
| 3/30/2018 | 6/30/2018 | JR. AGENT | RMS COLLECT PHILS. INC | 16000.00 | NA | TRAINEE | N |
| 10/7/2017 | 3/27/2018 | CLIENT SUPPORT SPECIALIST | BLUNOVA TELECOM INC | 16000.00 | NA | REGULAR TENURED | N |
| 11/3/2016 | 3/31/2017 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 13000.00 | NA | CONTRACTUAL | Y |
| 11/3/2015 | 10/30/2015 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 13000.00 | NA | CONTRACTUAL | Y |
| 11/3/2014 | 3/31/2015 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 13000.00 | NA | CONTRACTUAL | Y |
| 6/2/2014 | 10/31/2014 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 13000.00 | NA | CONTRACTUAL | Y |
| 4/7/2014 | 5/31/2014 | ADMIN OFFICE SUPPORT | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 7000.00 | NA | CONTRACTUAL | Y |
| 11/4/2013 | 3/31/2014 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 8000.00 | NA | CONTRACTUAL | Y |
| 6/10/2013 | 10/3/2013 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 8000.00 | NA | CONTRACTUAL | Y |
| 4/8/2012 | 5/31/2013 | ADMIN OFFICE SUPPORT | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 6000.00 | NA | CONTRACTUAL | Y |
| 11/5/2012 | 3/29/2012 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 8000.00 | NA | CONTRACTUAL | Y |
| 6/11/2012 | 10/31/2012 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 8000.00 | NA | CONTRACTUAL | Y |
| 4/2/2012 | 5/31/2012 | ADMIN OFFICE SUPPORT | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 6000.00 | NA | CONTRACTUAL | Y |
| 1/2/2021 | 3/30/2012 | IT INSTRUCTOR | CAPIZ STATE UNIVERSITY-PILAR CAMPUS | 8000.00 | NA | CONTRACTUAL | Y |
| 0316/2011 | 12/30/2011 | COMPUTER OPERATOR | LGU PILAR BUDGET OFFICE | 5000.00 | NA | CONTRACTUAL | Y |
| 11/15/2010 | | CSR I | TELETECH ILOILO | 10000.00 | NA | TRAINEE | N |
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| SIGNATURE |  | DATE | NOVEMBER 22, 2021 |
|-----------|---|------|-------------------|

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

| 29. NAME & ADDRESS OF ORGANIZATION (Write in full) | (mm/dd/yyyy) | | NUMBER OF HOURS | POSITION / NATURE OF WORK |
|---|--------------|-----------|-----------------|--|
| | From | To | | |
| TAGBU-AN PILAR, INC. POB. PILAR, CAPIZ | 5/1/2014 | 5/2/2015 | | MEMBER / DOCUMENTATION |
| TAGBU-AN FESTIVAL 2014 FIESTA ORGANIZATION | 5/2/2014 | 5/30/2014 | | SOUVENIR ROGRAM COMITTEE/ LAYOUT & CONTENT ORGANIZER |
| TIKANG CURTURE AND ARTS INC., PILAR, CAPIZ | 5/3/2012 | 5/29/2013 | | MEMBER / DOCUMENTATION |
| PSITE WESTERN VISAYAS EDUCATOR | 6/1/2015 | 3/30/2016 | | MEMBER |
| | | | | |
| | | | | |

(Continue on separate sheet if necessary)

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

| 30. NAME OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full) | INCLUSIVE DATES OF (mm/dd/yyyy) | | NUMBER OF HOURS | Type of LD (Managerial/ Supervisory/ Technical/etc) | DUCTED/ SPONSORED BY (Write in full) |
|--|------------------------------------|------------|-----------------|---|---|
| | From | To | | | |
| CAREER ORIENTATION AND EMPLOYMENT COACHNING SEMINAR | 11/16/2016 | 11/16/2016 | | COORDINATOR | CAPSU PILAR-GUIDANCE OFFICE |
| ORIENTATION ON CYBERBULLYING, CYBER-TRAFFICKING AND CHILD ONLINE PORNOGRAHY | 9/26/2016 | 9/26/2016 | | COORDINATOR | CAPSU PILAR-GUIDANCE OFFICE |
| COMPUTER LITERACY FOR LGU EMPLOYEES OF THE MUNICIALITY OF PILAR | 8/25/2016 | 8/26/2016 | 16HRS | LECTURER | CAPSU PILAR-BSIT DILG PILAR |
| ONE DAY SEMINAR ORIENTATION ON OBE LEVEL IV ACCREDITATION | 6/3/2016 | 6/3/2016 | | PARTICIPANT | CAPSU |
| JOB HUNTING CHALLENGE DURING JOB PLACEMENT PROGRAM | 3/9/2016 | 3/9/2016 | 4HRS | EVALUATOR | CAPSU PILAR-GUIDANCE OFFICE |
| DIGITAL ARTS TRAINING FOR THE OUT-OF-SCHOOL YOUTH:REPOSE TO COMPUTER BASED GRAHIC DESIGN | 2/23/2016 | 2/23/2016 | 8HRS | LECTURER | CAPSU PILAR-BSIT DILG PILAR |
| INTEL GALILEO WORKSHOP | 10/9/2015 | 10/9/2015 | 2HRS | PARTICIPANT | FIT-ED, INC |
| 13TH Y4IT PHILIPPINE CONGRESS | 9/9/2015 | 9/12/2015 | 32HRS | PARTICIPANT | UP-SITF |
| ECHO-ORIENTATION ON THE SUBSTANTIAL APECT OF THE ADMINISTARTIVE DISCIPLINARY RULES ON ANTI HARASSMENT AND GENDER SENSITIVITY AWARENESS | 9/8/2015 | 9/8/2015 | | PARTICIPANT | CAPSU PILAR |
| 18TH PSITS WV REGIONAL IT CONGRESS | 8/21/2015 | 8/22/2015 | 16HRS | PARTICIPANT | PSITS-WV |
| ACCREDITATION 2015: WORKING COMMITTEE ON PROGRAMS/CERTIFICATES /INVITATIONS | 3/16/2015 | 3/25/2015 | | | CAPSU PILAR |
| 9TH ANNUAL UNIVERSITY RESEARCH SYMPOSIUM | 3/5/2015 | 3/5/2015 | | ADVISER | CAPSU |
| 11TH COMMENCEMENT EXERCISES: WORKING COMMITTEE ON PROGRAMS / RIBBONS | 3/1/2015 | 3/26/2015 | P | | CAPSU PILAR |
| IT FAIR SEASON 2 | 11/25/2014 | 11/27/2014 | | ADVISER | CAPSU BSIT |
| BASIC PHOTOGRAPHY & PHOTOSHOP SEMINAR -WORKSHOP | 9/2/2014 | 9/3/2014 | | LECTURER | CAPSU BSIT EXTENSION PROJECT |
| MICRO -STUDENT DEVELOPING COUNCIL | 7/6/2014 | 7/6/2015 | | ADVISER | CAPSU BSIT |
| ESGA REMEDIAL CLASS (BASIC COMPUTER) | 6/1/2014 | 8/30/2014 | | LECTURER | DSWD-R6 / CAPSU PILAR |
| 2ND BSIT RESEARCH SYMPOSIUM | 5/8/2014 | 5/8/2014 | | EVALUATOR | CAPSU BSIT |
| RECOGNITION DAY 2014: WORKING COMMITTEE ON INVITATIONS PROGRAMS | 4/7/2014 | 4/7/2014 | | | CAPSU PILAR |
| 8TH ANNUAL UNIVERSITY RESEARCH SYMPOSIUM | 3/14/2014 | 3/14/2014 | | ADVISER | CAPSU |
| 10TH COMMENCEMENT EXERCISES: WORKING COMMITTEE ON PROGRAMS / RIBBONS | 3/1/2014 | 4/7/2014 | | | CAPSU PILAR |
| PROFESSIONAL FORUM ON CHED UDATES, REFORMS, AND DIRECTIONS | 2/26/2014 | 2/26/2014 | | PARTICIANTS | COEAS- CAPSU PONTEVEDRA |

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

| | | |
|--------------------------------|---|---|
| 31. SPECIAL SKILLS and HOBBIES | 32. ACHIEVEMENTS / RECOGNITION (Write in full) | 33. INSTITUTION/ORGANIZATION (Write in full) |
| MS OFFICE | SERVICE RECOGNITION: CAPSU PILAR ALUMNI | |
| BLOGGING | EMPLOYEE SERVICE AWARDEE- CAPSU PILAR | |
| RESEARCHER | TOP PERFORMER | |
| COMUTER HARDWARE SERVICING | | |
| DESKTOP PUBLISHING | | |
| GRAPHIC DESIGNING | | |
| TSHIRT PRINTING | | |

(Continue on separate sheet if necessary)

| | | | |
|-----------|---|------|-------------------|
| SIGNATURE |  | DATE | NOVEMBER 22, 2021 |
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VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED (CONTINUED)

[illegible]

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)?

If YES, give details:

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

b. Have you been criminally charged before any court?

If YES, give details:

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?

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?

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)?

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?

If YES, give details:

If YES, give details:

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

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?
b Are you a person with disability?
c Are you a solo parent?

If YES, please specify:


If YES, please specify ID No:


If YES, please specify ID No: 373


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

| NAME | ADDRESS | TEL. NO. |
|---------------------------|--------------|------------|
| MR. RIZZEL VILLANUEVA | ILOILO CITY | 9165157090 |
| DR. MARCELA C. BUENVENIDA | PILAR, CAPIZ | |
| ROMMEL SARIO | ROXAS, CITY | 9399234507 |

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.


PHOTO


Right Thumbmark

| | |
|---|---|
| Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance |  Signature (Sign inside the box) NOVEMBER 22,2021 Date Accomplished |
| Government Issued ID: UMID | |
| ID/License/Passport No.: 011190155770 | |
| Date/Place of Issuance: ILOILO CITY/ 09-14-18 | |

SUBSCRIBED AND SWORN to before me this , affiant exhibiting his/her validly issued government ID as indicated above.

Person Administering Oath

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