



## EMPLOYEE PERSONAL DATA SHEET

Print legibly. Mark appropriate boxes D with "/" and use separate sheet if necessary.

Schedule: \_\_\_\_\_

### I. PERSONAL INFORMATION

Team Lead: \_\_\_\_\_

2. SURNAME	Malopa		
FIRST NAME	Lovely Grace		
MIDDLE NAME	Gungob	3. NAME EXTENSION (e.g. Jr., Sr.)	
4. DATE OF BIRTH (mm/dd/yyyy)	July / 8 / 1997	17. RESIDENTIAL ADDRESS	Blk 27, Lot 16 Canduman, Mandaue City
5. PLACE OF BIRTH	Cebu City		
6. SEX	D Male <input checked="" type="checkbox"/> Female		
7. CIVIL STATUS	D Single <input checked="" type="checkbox"/> DWidowed DMarried <input type="checkbox"/> DSeparated DAnnulled <input type="checkbox"/> DOthers, specify _____		
8. CITIZENSHIP	Filipino	18. TELEPHONE NO.	
9. HEIGHT (m)		19. PERMANENT ADDRESS	Blk 27, Lot 16 Canduman, Mandaue City
10. WEIGHT (kg)		ZIP CODE	
11. BLOOD TYPE		20. TELEPHONE NO.	
12. GSIS ID NO.		21. E-MAIL ADDRESS (if any)	lovelygrace malopa@yahoo.com
13. PAG-IBIG ID NO.	12-12245427-81	22. CELLPHONE NO. (if any)	09494185470
14. PHILHEALTH NO.	1202-5717-9406	23. EMPLOYEE ID NO.	
15. SSS NO.	34-7527513-7		
16. TIN	346241714-0000		

### II. FAMILY BACKGROUND

24. SPOUSE'S SURNAME		DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME		
MIDDLE NAME		/ /
OCCUPATION		/ /
EMPLOYER/BUS. NAME		/ /
BUSINESS ADDRESS		/ /
TELEPHONE NO.		/ /
(Continue on separate sheet if necessary)		
26. FATHER'S SURNAME	Malopa	04 / 04 / 1970
FIRST NAME	Nilo	/ /
MIDDLE NAME	Curay	/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	Gungob	02 / 13 /
FIRST NAME	Joan	/ /
MIDDLE NAME	Borres	/ /
25. NAME OF CHILD		
(Write full name and list all)		
		/ /
		/ /
		/ /
		/ /

37 a. Have you ever been formally charged?  
 DYES  NO  
 If YES, give details  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Have you ever been guilty of any administrative offense?  
 DYES  NO  
 If YES, give details  
 \_\_\_\_\_  
 \_\_\_\_\_

38. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?  
 DYES  NO  
 If YES, give details  
 \_\_\_\_\_  
 \_\_\_\_\_

39. Have you ever been separated from the service in any following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract, AWOL or phased out, in the public or private sector?  
 DYES  NO  
 If YES, give details  
 \_\_\_\_\_  
 \_\_\_\_\_

40. Have you ever been a candidate in a national or local election (except Barangay election)?  
 DYES  NO  
 If YES, give details  
 \_\_\_\_\_  
 \_\_\_\_\_

41. Pursuant to: (a) Indigenous People's Act (RA 83710); (b) Magna Carta for Disabled Persons (RA 7277); and Solo Parents Welfare Act 2000 (RA 8972), please answer the following items:

a. Are you a member of any indigenous group?  
 DYES  NO  
 If YES, give please specify: \_\_\_\_\_

b. Are differently abled?  
 DYES  NO  
 If YES, give please specify: \_\_\_\_\_

c. Are you a solo parent?  
 DYES  NO  
 If YES, give please specify: \_\_\_\_\_

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

NAME	ADDRESS	TEL NO.
Carla Brigoli	Cubacub, Mandaue City	09085152002

43. EMPLOYMENT RECORD

COMPANY NAME	POSITION	FROM	TO
Cebu leader's Academy	Teacher	November, 2016	February, 2017
Mosh Online Academy	Teacher	February, 2017	November, 2017

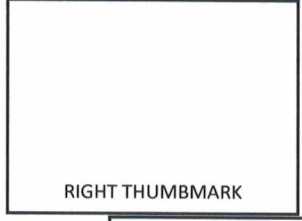
44. I declare under oath that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.

I also authorize the agency head/ authorized representative to verify/ validate the contents stated herein. I trust that this information shall remain confidential.

ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size)

Computer generated or xerox copy of picture is not acceptable

COMMUNITY TAX CERTIFICATE NO.  
 Mandaue City  
 ISSUED AT  
 June / 01 / 2018  
 ISSUED ON (mm/dd/yyyy)



IN CASE OF EMERGENCY:  
 Please Contact: Nilo e. Malopa

*Malopa*