



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	R O U I Z	3. NAME EXTENSION (e.g. Jr., Sr.)	
FIRST NAME	B A R B A R A T R I A	17. RESIDENTIAL ADDRESS	ST. THERESE HOMES 1, PRK. CENORITA, PILIT CABANALAN, MANDAUE CITY, CEBU (POORHST)
MIDDLE NAME	CABUGNASON	ZIP CODE	6014
4. DATE OF BIRTH (mm/dd/yyyy)	04 / 11 / 1996	18. TELEPHONE NO.	N/A
5. PLACE OF BIRTH	STA ANA, MANILA	19. PERMANENT ADDRESS	RIVER 3, KIYAMAN, ILWAN CITY, LANAO DEL NORTE
6. SEX	D Male / Female	ZIP CODE	9200
7. CIVIL STATUS	<input checked="" type="checkbox"/> Single D Widowed D Married D Separated D Annulled D Others, specify _____	20. TELEPHONE NO.	(063) 225-1384
8. CITIZENSHIP	FIUPINO	21. E-MAIL ADDRESS (if any)	trianiz@gmail.com
9. HEIGHT (m)	5'2" / 1.58m	22. CELLPHONE NO. (if any)	09229839531
10. WEIGHT (kg)	75	23. EMPLOYEE ID NO.	
11. BLOOD TYPE	O+		
12. GSIS ID NO.			
13. PAG-IBIG ID NO.			
14. PHILHEALTH NO.			
15. SSS NO.			
16. TIN			

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	RUIZ	12 / 29 / 1969
FIRST NAME	EUSEBIO	/ /
MIDDLE NAME	CASPILO	/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	CABUGNASON	08 / 15 / 1972
FIRST NAME	SHIRLEY	/ /
MIDDLE NAME	CARINO	/ /
25. NAME OF CHILD (Write full name and list all)		/ /
		/ /

37 a. Have you ever been formally charged?	DYES <input checked="" type="checkbox"/> NO If YES, give details
b. Have you ever been guilty of any administrative offense?	DYES <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> NO If YES, give details RESIGNATION
40. Have you ever been a candidate in a national or local election (except Barangay election)?	DYES <input checked="" type="checkbox"/> NO If YES, give details
41. Pursuant to: (a) Indigenouse 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 <input checked="" type="checkbox"/> NO If YES, give please specify: _____
b. Are differently abled?	DYES <input checked="" type="checkbox"/> NO If YES, give please specify: _____
c. Are you a solo parent?	DYES <input checked="" type="checkbox"/> NO If YES, give please specify: _____

42. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)		
NAME	ADDRESS	TEL NO.

43. EMPLOYMENT RECORD (latest)			
COMPANY NAME	POSITION	FROM	TO
TELEPERFORMANCE	TSR	AUG 2017	NOV 2018

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)

COMMUNITY TAX CERTIFICATE NO.
ISSUED AT
/ /

Computer generated or xerox copy of picture is not acceptable