



# 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	A C O J E D O		
FIRST NAME	C R I S T E L		
MIDDLE NAME	CEBUCO	3. NAME EXTENSION (e.g. Jr., Sr.)	
4. DATE OF BIRTH (mm/dd/yyyy)	09 / 13 / 1995	17. RESIDENTIAL ADDRESS	SITIO IBABAD, BRGY. AGUS, LAPU LAPU CITY
5. PLACE OF BIRTH	BARILI, CEBU	ZIP CODE	6015
6. SEX	D Male <input type="checkbox"/> Female <input checked="" type="checkbox"/>	18. TELEPHONE NO.	
7. CIVIL STATUS	<input checked="" type="checkbox"/> Single D Widowed DMarried DSeparated DAnnulled DOthers, specify _____	19. PERMANENT ADDRESS	SITIO PROPER DAPT, BARILI, CEBU
8. CITIZENSHIP	FILIPINO	ZIP CODE	6036
9. HEIGHT (m)	1.5 m	20. TELEPHONE NO.	
10. WEIGHT (kg)	45 kg.	21. E-MAIL ADDRESS (if any)	CriceLacj-ed02@gmail.com
11. BLOOD TYPE	B+	22. CELLPHONE NO. (if any)	09996915171
12. GSIS ID NO.		23. EMPLOYEE ID NO.	
13. PAG-IBIG ID NO.	121109941876		
14. PHILHEALTH NO.	12-051210098-7		
15. SSS NO.	06-3496264-8		
16. TIN	318 531 343 006		

## 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	ACUEDO	02 / 01 / 1956
FIRST NAME	BREGIDO	/ /
MIDDLE NAME	ESCULTOR	/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	CEBUCO	10 / 01 / 1957
FIRST NAME	CRESCENCIA	/ /
MIDDLE NAME	DENILA	/ /
25. NAME OF CHILD		/ /
(Write full name and list all)		/ /

37 a. Have you ever been formally charged? DYES  DNO   
 If YES, give details \_\_\_\_\_

b. Have you ever been guilty of any administrative offense? DYES  DNO   
 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  DNO   
 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  DNO   
 If YES, give details \_\_\_\_\_

40. Have you ever been a candidate in a national or local election (except Barangay election)? DYES  DNO   
 If YES, give details \_\_\_\_\_

41. Pursuant to: (a) Indigenous People's Act (RA 8371); (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  DNO   
 If YES, give please specify: \_\_\_\_\_

b. Are differently abled? DYES  DNO   
 If YES, give please specify: \_\_\_\_\_

c. Are you a solo parent? DYES  DNO   
 If YES, give please specify: \_\_\_\_\_

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

NAME	ADDRESS	TEL NO.
RACQUEL LUCIANO	PAKWAN, MANDAVE, CITY CEBU	09224824977
RUTH BACALSO	CORDOVA, CEBU	09958944134
RHEGIE COMISO	ALANG-ALANG, MANDAVE CITY, CEBU	09260811927

43. EMPLOYMENT RECORD (latest)

COMPANY NAME	POSITION	FROM	TO
Conatrix Daksh Corporation	Customer Service Associate	Sep. 9, 2016	July 07, 2019

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