



EMPLOYEE PERSONAL DATA SHEET

Print legibly. Mark appropriate boxes [] with "X" and use separate sheet if necessary.

Schedule: _____

I. PERSONAL INFORMATION

Team Lead: _____

2. SURNAME	P I C A M O R A		
FIRST NAME	G E N E V I E		
MIDDLE NAME	Andrino	3. NAME EXTENSION (e.g. Jr., Sr.)	
4. DATE OF BIRTH (mm/dd/yyyy)	04 / 08 / 1994	17. RESIDENTIAL ADDRESS	257-B D. Janksonen St. Cebu City
5. PLACE OF BIRTH	Cebu City	ZIP CODE	6000
6. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	18. TELEPHONE NO.	
7. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Annulled <input type="checkbox"/> Others, specify _____	19. PERMANENT ADDRESS	257-B D. Janksonen St. Cebu City
8. CITIZENSHIP	Filipino	ZIP CODE	6000
9. HEIGHT (m)	5'1"	20. TELEPHONE NO.	0919 972 2405
10. WEIGHT (kg)	45kg.	21. E-MAIL ADDRESS (if any)	
11. BLOOD TYPE		22. CELLPHONE NO. (if any)	0919 972 2405
12. SSIS ID NO.		23. EMPLOYEE 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	Picamora Jr.	DATE OF BIRTH (mm/dd/yyyy)	04 / 21 / 1971
FIRST NAME	Donald	/ /	
MIDDLE NAME	Cardenas	/ /	
27. MOTHER'S MAIDEN NAME		/ /	
SURNAME	Andrino	DATE OF BIRTH (mm/dd/yyyy)	02 / 10 / 1971
FIRST NAME	Estrella	/ /	
MIDDLE NAME	Cotiangco	/ /	
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 suspended from the service for any of the following reasons: 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 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Persons with Disability Act (RA 7277); please answer the following items:

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

b. Are you a solo parent? 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/applicant)

NAME	ADDRESS	TEL. NO.

43. EMPLOYMENT RECORD (latest)

COMPANY NAME	POSITION	FROM	TO

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.

COMMUNITY TAX CERTIFICATE NO.
ISSUED AT
ISSUED ON (mmyy/dd/yyyy)

RIGHT TO UNBANK

1.2 picture (taken within the last 6 months 2.5 cm x 3.5 cm (passport size))

Computer generated or xerox copy of picture is not acceptable

IN CASE OF EMERGENCY:
 Please Contact: Estrella Andino
 Contact Number: 0963 7980975

General
 SIGNATURE (Sign in the box)