



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 L O		
FIRST NAME	K I E T H M I C H A E L		
MIDDLE NAME	GUILLERMO	3. NAME EXTENSION (e.g. Jr., Sr.)	
4. DATE OF BIRTH (mm/dd/yyyy)	06 / 01 / 1996	17. RESIDENTIAL ADDRESS	
5. PLACE OF BIRTH	Paay City, Metro Manila	Tabok Lamac, Yati Lilaan cebu	
6. SEX	<input checked="" type="checkbox"/> Male D Female	ZIP CODE	
7. CIVIL STATUS	<input checked="" type="checkbox"/> Single DWidowed DMarried DSeparated DAnnulled DOthers, specify _____	6002	
8. CITIZENSHIP	Filipino	18. TELEPHONE NO.	
9. HEIGHT (m)	165 m	N/A	
10. WEIGHT (kg)	60 kg	19. PERMANENT ADDRESS	
11. BLOOD TYPE		Tabok Lamac, Yati Lilaan cebu	
12. GSIS ID NO.		ZIP CODE	
13. PAG-IBIG ID NO.		6002	
14. PHILHEALTH NO.		20. TELEPHONE NO.	
15. SSS NO.		N/A	
16. TIN		21. E-MAIL ADDRESS (if any)	
		Dankkieth96@ icloud.com	
		22. CELLPHONE NO. (if any)	
		09167042126	
		23. EMPLOYEE ID NO.	

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	A L O	/ /
FIRST NAME	REYNALDO	/ /
MIDDLE NAME	REPOLYO	08 / 27 /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	GUILLERMO	/ /
FIRST NAME	RUPINA	/ /
MIDDLE NAME	SALAYA	09 / 10 /
25. NAME OF CHILD (Write full name and list all)		/ /
		/ /
		/ /
		/ /
		/ /
		/ /

37 a. Have you ever been formally charged?	DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If YES, give details						
b. Have you ever been guilty of any administrative offense?	DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/> 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 type="checkbox"/> NO <input checked="" type="checkbox"/> 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 type="checkbox"/> DNO <input checked="" type="checkbox"/> If YES, give details <u>resigned from prev. BPO company (Gykes, CVG & Medco.)</u>						
40. Have you ever been a candidate in a national or local election (except Barangay election)?	DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/> 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 <input type="checkbox"/> NO <input checked="" type="checkbox"/> If YES, give please specify: _____						
b. Are differently abled?	DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If YES, give please specify: _____						
c. Are you a solo parent?	DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/> If YES, give please specify: _____						
42. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)							
NAME	ADDRESS						
RUFINA ALO	Tabok, Lamoc, Yati Uloan Cebu						
REYNALDO ALO	Tabok Lamoc, Yati Uloan Cebu						
	TEL NO.						
	Cel: 09232816454						
	Cel: 09187066376						
43. EMPLOYMENT RECORD (latest)							
COMPANY NAME	POSITION	FROM	TO				
GYKES ASIA	CER/CAR Agent/each	September 2014	December 2019				
Convergys	CSE	Jan 2017	Jan 2018				
McDonald's	Service Crew	2015	2016				
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.		ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size)					
I also authorize the agency head/ authorized representative to verify/ validate the contents stated herein. I trust that this information shall remain confidential.		Computer generated or xerox copy of picture is not acceptable					
<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="text-align: center;">COMMUNITY TAX CERTIFICATE NO.</td></tr> <tr><td style="text-align: center;">ISSUED AT</td></tr> <tr><td style="text-align: center;">/ /</td></tr> <tr><td style="text-align: center;">ISSUED ON (mm/dd/yyyy)</td></tr> </table>		COMMUNITY TAX CERTIFICATE NO.	ISSUED AT	/ /	ISSUED ON (mm/dd/yyyy)	<div style="border: 1px solid black; width: 100px; height: 100px; margin: 0 auto;"></div> <p style="text-align: center; margin-top: 5px;">RIGHT THUMBMARK</p>	
COMMUNITY TAX CERTIFICATE NO.							
ISSUED AT							
/ /							
ISSUED ON (mm/dd/yyyy)							
IN CASE OF EMERGENCY: Please Contact: <u>Rufina ALO</u> Contact Number: <u>09232816454</u> Relation: <u>Mother</u>		<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;">SIGNATURE (Sign in the box)</p> <p style="text-align: center;"><u>Rufina ALO</u></p> <p style="text-align: center;">DATE ACCOMPLISHED</p> </div>					