



# EMPLOYEE PERSONAL DATA SHEET

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

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

## I. PERSONAL INFORMATION

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

2. SURNAME	A B A Y A N		
FIRST NAME	D A N R Y L		
MIDDLE NAME	GENIZA		3. NAME EXTENSION (e.g. Jr., Sr.)
4. DATE OF BIRTH (mm/dd/yyyy)	09 / 24 / 1986		17. RESIDENTIAL ADDRESS
5. PLACE OF BIRTH	CEBU CITY		WILLIAM LINES SUBD KIMBA SAN ROQUE TALISAY CITY CEBU
6. SEX	<input checked="" type="checkbox"/> Male <input 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
8. CITIZENSHIP	FILIPINO		WILLIAM LINES SUBD KIMBA SAN ROQUE TALISAY CITY CEBU
9. HEIGHT (m)			20. TELEPHONE NO.
10. WEIGHT (kg)			21. E-MAIL ADDRESS (if any)
11. BLOOD TYPE			22. CELLPHONE NO. (if any)
12. GSIS ID NO.			23. EMPLOYEE ID NO.
13. PAG-IBIG ID NO.	121017811263		
14. PHILHEALTH NO.	12-025179615-2		
15. SSS NO.	06-3089893-8		
16. TIN	406-185-992-000		

## 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	ABAYAN	/ /
FIRST NAME	DANLO	07 / 19 /
MIDDLE NAME	RAMAS	/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	ABAYAN	/ /
FIRST NAME	DELIA	02 / 14 /
MIDDLE NAME	GENIZA	/ /
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, readjustment, driven from the rolls, dismissal, termination, end of term, finished contract, AWO? 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 the Indigenous People's Act (RA 6271), (The Magna Carta for Disabled Persons (RA 7277), and Solo Parents Welfare Act 2001 (RA 8072), 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.
PAULA TABASA	MAMBALING CEBU CITY	0922 433 8981

43. EMPLOYMENT RECORD (latest)

COMPANY NAME	POSITION	FROM	TO
PROCESS UNITED	SALES REP	NOV 2017	JUNE 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)

\_\_\_\_\_

\_\_\_\_\_

ISSUED AT \_\_\_\_\_

Computer generated or xerox copy of picture is not acceptable