



# 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                    | S A M I L L A N O   |                                   |                            |
| FIRST NAME                    | J E A N E L L   |                                   |                            |
| MIDDLE NAME                   | FERRER  | 3. NAME EXTENSION (e.g. Jr., Sr.) | N/A                        |
| 4. DATE OF BIRTH (mm/dd/yyyy) | 06 / 25 / 1988  | 17. RESIDENTIAL ADDRESS           | Upper Pulacan Labangan ZDS |
| 5. PLACE OF BIRTH             | Upper Pulacan Labangan ZDS  | ZIP CODE                          |                            |
| 6. SEX                        | D Male <input checked="" type="checkbox"/> Female   | 18. TELEPHONE NO.                 |                            |
| 7. CIVIL STATUS               | <input checked="" type="checkbox"/> Single D Widowed<br>D Married D Separated<br>D Annulled D Others, specify _____ | 19. PERMANENT ADDRESS             |                            |
| 8. CITIZENSHIP                | Filipino  | ZIP CODE                          |                            |
| 9. HEIGHT (m)                 | 1.57m   | 20. TELEPHONE NO.                 |                            |
| 10. WEIGHT (kg)               | 57kg  | 21. E-MAIL ADDRESS (if any)       |                            |
| 11. BLOOD TYPE                | B   | 22. CELLPHONE NO. (if any)        |                            |
| 12. GSIS ID NO.               |   | 23. EMPLOYEE ID NO.               |                            |
| 13. PAG-IBIG ID NO.           | 914326224977  |                                   |                            |
| 14. PHILHEALTH NO.            | 14-025217318-4  |                                   |                            |
| 15. SSS NO.                   | 10-0961592-9  |                                   |                            |
| 16. TIN                       | 322-922-942   |                                   |                            |

## II. FAMILY BACKGROUND

|   |           |                            |
|---|-----------|----------------------------|
| 24. SPOUSE'S SURNAME                                | N/A       | 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                                | SAMILLANO | 06 / 12 / 1964             |
| FIRST NAME  | JUN       | / /                        |
| MIDDLE NAME   | EDANG     | / /                        |
| 27. MOTHER'S MAIDEN NAME                            |           | / /                        |
| SURNAME   | FERRER    | 05 / 16 / 1969             |
| FIRST NAME  | MARIVIC   | / /                        |
| MIDDLE NAME   | CASTILLO  | / /                        |
| 25. NAME OF CHILD<br>(Write full name and list all) |           | / /                        |
| N/A   |           | / /                        |
|   |           | / /                        |
|   |           | / /                        |
|   |           | / /                        |
|   |           | / /                        |

|   |  |
|---|--|
| 37 a. Have you ever been formally charged?  | DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/>                                       |
|   | If YES, give details<br>_____  |
| b. Have you ever been guilty of any administrative offense?   | DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/>                                       |
|   | If YES, give details<br>_____  |
| 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"/><br>If YES, give details<br>_____      |
| 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"/> NO <input checked="" type="checkbox"/><br>If YES, give details<br>_____      |
| 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"/><br>If YES, give details<br>_____      |
| 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 type="checkbox"/> NO <input checked="" type="checkbox"/><br>If YES, give please specify: _____ |
| b. Are differently abled?   | DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/><br>If YES, give please specify: _____ |
| c. Are you a solo parent?   | DYES <input type="checkbox"/> NO <input checked="" type="checkbox"/><br>If YES, give please specify: _____ |

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

| NAME                      | ADDRESS                       | TEL NO.     |
|---------------------------|-------------------------------|-------------|
| Regin Lappay              | J. Panis Kasambagan Cebu City | 09164571478 |
| Joan Esig                 | Plaridel Misamis Occidental   | 09190621388 |
| Virgie Antonette Pagunsan | Consolacion Cebu City         | 09773533130 |

43. EMPLOYMENT RECORD (latest)

| COMPANY NAME        | POSITION | FROM          | TO              |
|---------------------|----------|---------------|-----------------|
| Qualfon Philippines | CSR      | August 4,2015 | January 25,2019 |
|                     |          |               |                 |
|                     |          |               |                 |

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.



|                               |                 |
|-------------------------------|-----------------|
| COMMUNITY TAX CERTIFICATE NO. | RIGHT THUMBMARK |
| ISSUED AT                     |                 |
| ISSUED ON (mm/dd/yyyy)        |                 |

**IN CASE OF EMERGENCY:**  
Please Contact: JUN E. SAMILLANO  
Contact Number: 09204458972  
Relation: Father

|                             |
|-----------------------------|
|                             |
| SIGNATURE (Sign in the box) |
| <u>07/19/2020</u>           |
| DATE ACCOMPLISHED           |