



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	MONISIT			
FIRST NAME	GERALD			
MIDDLE NAME	VILLENA	3. NAME EXTENSION (e.g. Jr., Sr.)		
4. DATE OF BIRTH (mm/dd/yyyy)	05/27/90	17. RESIDENTIAL ADDRESS	35 IBARRA ST., PARIAN CEBU CITY	
5. PLACE OF BIRTH	BORBON, CEBU		ZIP CODE	6000
6. SEX	<input checked="" type="radio"/> Male			18. TELEPHONO.
7. CIVIL STATUS	<input checked="" type="radio"/> Single		19. PERMANENT ADDRESS	
8. CITIZENSHIP	FILIPINO	20. ZIP CODE	6000	
9. HEIGHT (m)	5'3		21. TELEPHONE NO.	
10. WEIGHT (kg)	110LBS			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.	1211-2230-0255			
14. PHILHEALTH NO.	12-051019518-9			
15. SSS NO.	06-306832-2			
16. TIN	309-720-470-000			

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	MONISIT	/ /
FIRST NAME	OSCAR {DECEASED}	/ /
MIDDLE NAME	YGOT	/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	VILLENA	/ /
FIRST NAME	JULITA	/ /
MIDDLE NAME	BRIGOLI	/ /
25. NAME OF CHILD (Write full name and list all)		/ /
		/ /
		/ /

	/ /
	/ /
	/ /
	/ /
	/ /



37 a. Have you ever been formally charged?	DYES <input checked="" type="radio"/> NO If YES, give details

b. Have you ever been guilty of any administrative offense?	DYES <input checked="" type="radio"/> 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 <input checked="" type="radio"/> NO 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 checked="" type="radio"/> NO If YES, give details

40. Have you ever been a candidate in a national or local election (except Barangay election)?	DYES <input checked="" type="radio"/> NO If YES, give details

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 checked="" type="radio"/> NO If YES, give please specify: _____
b. Are differently abled?	DYES <input checked="" type="radio"/> NO If YES, give please specify: _____
c. Are you a solo parent?	DYES <input checked="" type="radio"/> NO If YES, give please specify: _____

42. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)		
NAME	ADDRESS	TEL NO.
Marjon Beloy	149 San Miguel – Lorega, C.C	09273647957
Glenn Cruzada	Guadalupe Cebu, City	09166345921
Rafael Ligtas	Banilad Cebu, City	09667889312

43. EMPLOYMENT RECORD (latest)			
COMPANY NAME	POSITION	FROM	TO
PRIMER GROUP OF COMPANIES	STORE HEAD	JULY 2017	AUGUST 2020
IRONBOUND COFFEE AND BAKERY	SEÑIOR BARISTA	APRIL 2014	JULY 2017
Krispy Kreme Doughnut	SEÑIOR BAKER	APRIL 2012	MAY 2014

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: ANGELIE SIAROT
Contact Number: 09990468315
Relation: LIVE IN PARTNER

SIGNATURE (Sign in the box)
DATE ACCOMPLISHED