



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	Jo		
FIRST NAME	Cheryl Edna		
MIDDLE NAME	Ugat	3. NAME EXTENSION (e.g. Jr., Sr.)	
4. DATE OF BIRTH (mm/dd/yyyy)	11 / 08 / 1972	17. RESIDENTIAL ADDRESS	Tudtud St., Nasipit, Talamban, Cebu City
5. PLACE OF BIRTH	Tagbilaran City Bohol	ZIP CODE	6000
6. SEX	Female		18. TELEPHONE NO.
7. CIVIL STATUS	Married	19. PERMANENT ADDRESS	Tagbilaran City Bohol
8. CITIZENSHIP	Filipino		ZIP CODE
9. HEIGHT (m)	5'1	20. TELEPHONE NO.	
10. WEIGHT (kg)	50 kilos	21. E-MAIL ADDRESS (if any)	jo.cheryledna@yahoo.com
11. BLOOD TYPE	Type B	22. CELLPHONE NO. (if any)	09167503057
12. GSIS ID NO.	N/A	23. EMPLOYEE ID NO.	
13. PAG-IBIG ID NO.	121061112281		
14. PHILHEALTH NO.	12-025016773-9		
15. SSS NO.	33-1662753-0		
16. TIN	423783811		

II. FAMILY BACKGROUND

24. SPOUSE'S SURNAME		DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Conrado Jr.	
MIDDLE NAME	Paguican	01 / 09 / 68
OCCUPATION	Private Employee	/ /
EMPLOYER/BUS. NAME	Hyundai	/ /
BUSINESS ADDRESS	A.S Fortuna	/ /
TELEPHONE NO.	09451340396	/ /
(Continue on separate sheet if necessary)		
26. FATHER'S SURNAME	Ugat	/ /
FIRST NAME	Pedro	/ /
MIDDLE NAME	Real	/ /
27. MOTHER'S MAIDEN NAME		/ /
SURNAME	Boyboy	/ /
FIRST NAME	Evelyna	/ /
MIDDLE NAME	Putan	/ /
25. NAME OF CHILD (Write full name and list all)		
		/ /
Jean Claire Racines		06 / 24 / 96
Catherine Bettina U. Jo		12 / 18 / 00
Camille Bettina U. Jo		12 / 18 / 00
Conrado U. Jo III		02 / 06 / 01
		/ /
		/ /

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

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

NAME	ADDRESS	TEL NO.
SHERWIN CABAUG JR	Cebu City	09555723739
LESTER BUENAFE JR	Cebu City	09776920807
MARY ROSE DEGUILMO	Cebu City	09559939112

43. EMPLOYMENT RECORD (latest)

COMPANY NAME	POSITION	FROM	TO
Concentrix	CSR/TSR	Oct 5, 2015	Sept 7, 2020

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)

Computer generated or xerox copy of picture is not acceptable

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

RIGHT THUMBMARK

IN CASE OF EMERGENCY:
 Please Contact: Catherine Bettina Jo
 Contact Number: 09773078323
 Relation: Daughter


SIGNATURE (Sign in the box)
DATE ACCOMPLISHED
September 24, 2020