

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes (☐) and use separate sheet if necessary. Indicate N/A if not applicable. **DO NOT ABBREVIATE.**

1. CS ID

 (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	Ofrecio		
FIRST NAME	Gladys	NAME EXTENSION (JR,SR)	
MIDDLE NAME	Flores		
3. DATE OF BIRTH (mm/dd/yyyy)	03/22/1996	16. CITIZENSHIP If holder of dual citizenship, please indicate the details.	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country
4. PLACE OF BIRTH	Acocolao, Paniqui, Tarlac		
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS ZIP CODE	123 Purok Centro House/Block/Lot Street
			Acocolao Subdivision/Village Barangay
			Paniqui Tarlac City/Municipality Province
7. HEIGHT (m)	1.52		
8. WEIGHT (kg)	55.00		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS ZIP CODE	123 Purok Centro House/Block/Lot Street
10. GSIS ID NO.	2005433640		Acocolao Subdivision/Village Barangay
11. PAG-IBIG ID NO.	1211-7727-0823		Paniqui Tarlac City/Municipality Province
12. PHILHEALTH NO.	07-251454706-9		
13. SSS NO.	0240290285	19. TELEPHONE NO.	
14. TIN	328-936-847-000	20. MOBILE NO.	09684610371
15. AGENCY EMPLOYEE NO.	5395373	21. EMAIL ADDRESS (if any)	ofrecioglads22@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME			23. NAME OF CHILD (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
	FIRST NAME	NAME EXTENSION (JR,SR)		
	MIDDLE NAME			
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	Ofrecio			
	FIRST NAME	Angelito NAME EXTENSION (JR,SR)		
	MIDDLE NAME	Sumaoang		
25. MOTHER'S MAIDEN NAME				
	SURNAME	Flores		
	FIRST NAME	Zenaida		
	MIDDLE NAME	Nationalis		
(Continue on separate sheet if necessary)				

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
COLLEGE	CIT Colleges of Paniqui Foundation, INC.	Bachelor of Elementary Education	06/11/2012	04/05/2016			
ELEMENTARY	Acocolao Elementary School	Grade 1 - Grade 6	06/06/2002	03/08/2022		2002-2008	
SECONDARY	St. Rose Catholic School	1st Year - 4th Year	06/09/2008	04/02/2012		2008-2012	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	
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IV. CIVIL SERVICE ELIGIBILITY					
27. CAREER SERVICE / RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (if Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	DATE OF VALIDITY
LET (Licensure Examination For Teacher)	76.20	09/25/2016	Rosales Pangasinan	1507881	03/22/2025

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/N)
From	To						
09/12/2023	Present	Teacher III	Mabini Elementary School	31,320.00	13-1	Permanent	Y
08/23/2023	09/11/2023	Teacher I	Mabini Elementary School	25,723.00	11-2	Permanent	Y
01/01/2023	08/22/2023	Teacher I	Moncada North Central Elementary School	25,723.00	11-2	Permanent	Y
01/01/2022	12/31/2022	Teacher I	Moncada North Central Elementary School	25,723.00	11-2	Permanent	Y
06/18/2021	12/31/2021	Teacher I	Moncada North Central Elementary School	24,161.00	11-2	Permanent	Y
01/01/2021	06/17/2021	Teacher I	Moncada North Central Elementary School	23,877.00	11-1	Permanent	Y
01/01/2020	12/31/2020	Teacher I	Moncada North Central Elementary School	22,316.00	11-1	Substitute	Y
01/01/2019	12/31/2019	Teacher I	Moncada North Central Elementary School	20,754.00	11-1	Permanent	Y
08/13/2018	12/31/2018	Teacher I	Moncada North Central Elementary School	20,179.00	11-1	Permanent	Y
06/18/2018	08/10/2018	Teacher I	San Roque Primary School	20,179.00	11-1	Permanent	Y

(Continue on separate sheet if necessary)

SIGNATURE

DATE

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L & D / training program and include only the relevant L&D / training taken for the last five (5) years for Division Chief / Executive / Managerial positions)						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE(mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED / SPONSORED BY (Write in full)
		From	To			
	District LAC Session on Organic Agriculture	11/25/2021	11/26/2021	16	Technical	Deped Tarlac Province-Moncada North District
	District Webinar in Providing Guidance and Psychological Support for the Learners in the Light of the New Normal	09/21/2021	09/22/2021	24	Technical	Deped Tarlac Province-Moncada North District
	District Webinar on the Strategic ABCDE in Teaching Science	09/16/2021	09/17/2021	16	Technical	Deped Tarlac Province-Moncada North District
	District Webinar on the Strategic ABCDE in Teaching Science	09/16/2021	09/17/2021	16	Technical	Deped Tarlac Province-Moncada North District
	Development of COntextualized and Localized Flipbooks	06/23/2021	06/25/2021	24	Technical	Deped Tarlac Province
	3-Day Webinar on Assessment	12/14/2020	12/16/2020	24	Technical	Deped Tarlac Province
	Webinar on Creating Interactive Quiz using Powerpoint	07/28/2020		8	Technical	Deped Tarlac Province
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS / HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
(Continue on separate sheet if necessary)						
SIGNATURE				DATE		

34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?			☐ YES☐ NO ☐ YES☐ NO If YES, give details : _____														
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?			☐ YES☐ NO If YES, give details : _____ ☐ YES☐ NO If YES, give details : Date Filed: _____ Status of Case/s: _____														
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?			☐ YES☐ NO If YES, give details : _____														
37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?			☐ YES☐ NO If YES, give details : _____														
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? b. Have you resigned from the government service during the three (3)-month period before the last			☐ YES☐ NO If YES, give details ☐ YES☐ NO If YES, give details _____														
39. Have you acquired the status of an immigrant or permanent resident of another country?			☐ YES☐ NO If YES, give details : _____														
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: b. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?			☐ YES☐ NO If YES, give details _____ ☐ YES☐ NO If YES, please specify ID _____ ☐ YES☐ NO If YES, please specify ID _____														
41. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee) <table><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table> 42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.						NAME	ADDRESS	TEL. NO.									
NAME	ADDRESS	TEL. NO.															
<table><tr><td>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)</td></tr><tr><td>Government Issued ID:</td></tr><tr><td>ID/License/Passport No.:</td></tr><tr><td>Date/Place of Issuance:</td></tr></table>		Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)	Government Issued ID:	ID/License/Passport No.:	Date/Place of Issuance:	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td></td></tr><tr><td>Date Accomplished</td></tr></table>			Signature (Sign inside the box)		Date Accomplished	ID picture taken within the last 6 months 3.5 cm. X 4.5 cm (passport size) With full and handwritten name tag and signature over printed name Computer generated or photocopied picture is not acceptable PHOTO Right Thumbmark					
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)																	
Government Issued ID:																	
ID/License/Passport No.:																	
Date/Place of Issuance:																	
Signature (Sign inside the box)																	
Date Accomplished																	
SUBSCRIBED AND SWORN to before me this 09/13/2025, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath																	