

## PERSONNEL INFORMATION SHEET

### Personal Information

ID No.			
Name			
<b>Surname</b>	<b>First Name</b>	<b>Middle Name</b>	<b>Nick Name</b>
Present Address			
No. Street	District	Town/ City	Tel. No.
Provincial Address			
<b>No. Street</b>	<b>District</b>	<b>Town/ City</b>	<b>Tel. No</b>
TIN	SSS No.	HDMF (Pag-IBIG) No.	
Tax Exempt Code	Date Hired	Date of Regularization <input type="checkbox"/> Staff _____ <input type="checkbox"/> Others _____	
Birthdate	Birth Place		
Age	Height	Weight	
Citizenship	Religion	Civil Status ___ Single ___ Married ___ Widowed	

### Educational Background

**Secondary**

School  
 Date Attended  
 Degree Obtained  
 Awards/ Honors Received

**Tertiary**

School  
 Date Attended  
 Degree Obtained  
 Awards/ Honors Received

**Graduate**

School  
 Date Attended  
 Degree Obtained  
 Awards/ Honors Received

**Graduate**

School  
 Date Attended  
 Degree Obtained  
 Awards/ Honors Received

### Spouse

Name			
<i>Surname</i>	<i>First Name</i>	<i>Middle Name</i>	<i>Nick Name</i>
Address			
<i>No. Street</i>	<i>District</i>	<i>Town/ City</i>	<i>Tel. No.</i>
Birthdate	Birth Place	Date Married	

