CS Form No. 212 Revised 2017

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.

PERSONAL INFORMATION	s () and use separate sheet if necessary. Indicate	TVO II HOL APPRICADIE. DO NOT /	DONEVIATE.		1. CS ID No.		(Do not fill up. Fo	ui CoC use 0		
SURNAME	Garduce									
FIRST NAME	Claudette Meli Hoff					NAME EXTENSION (JR., SR)				
MIDDLE NAME	Enterina									
DATE OF BIRTH (mm/dd/yyyy)	23/08/1995				Dual Citizenship by birth by naturalization					
PLACE OF BIRTH	Baybay City, Leyte	If holder of dual citize					by birth by naturalization Pls. indicate country:			
SEX	☐ Male	please indicate the o								
CIVIL STATUS	Single Married	17. RESIDENTIAL ADDRESS	37 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)				Mabini			
	Widowed Separated Other/s:		House/Block/Lot No. Subdivision/Village Baybay City/Municipality			Street Pomponan				
HEIGHT (m)	5'2"	The same of the same				Barangay Leyle Province				
WEIGHT (kg)		7/0 0005								
<u>at lighter water t</u>	54 kgs.	ZIP CODE 18. PERMANENT ADDRESS	in state	za i unisare	el Resigna	DESCRIPTION OF THE PROPERTY OF	Mabini	eros ar y		
BLOOD TYPE	line of the second	10.3 ENWARENT ADDRESS	Но	use/Block/Lot No).	-2	Street			
GSIS ID NO.	None	and a constant to wall	St	ubdivision/Village)		Pomponan Barangay			
PAG-IBIG ID NO.	1211-6705-8128			Baybay City/Municipality			Leyte Province			
PHILHEALTH NO.	0902-5502-2171	ZIP CODE		6521						
SSS NO.	0437281052	19. TELEPHONE NO.				None				
TIN NO.	722-849-560	20. MOBILE NO.	09056835698			9056835698				
AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	garduceclaudz@gmail			audz@gmail.d	com			
FAMILY BACKGROUND										
FIRST NAME MIDDLE NAME OCCUPATION		NAME EXTENSION (JR., SR)			N/A					
EMPLOYER/BUSINESS NAME										
BUSINESS ADDRESS										
TELEPHONE NO.										
FATHER'S SURNAME	Garduce	NAME EXTENSION (ID. CO.)								
FIRST NAME	Randy	NAME EXTENSION (JR., SR)								
MIDDLE NAME	Bathan									
MOTHER'S MAIDEN NAME	Fleur Vincentia J. E	nterina								
SURNAME	Enterina									
FIRST NAME MIDDLE NAME	Fleur Vincenti Jumawan	a								
EDUCATIONAL BACK				(C	onunue on se	parate sheet if neces	isary)			
LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGI (Write in full)		PERIOD OF /	ATTENDANCE To	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARS ACADEM HONOR RECEIVE		
ELEMENTARY	Calumala Elementary School				01/04/2008		2008			
SECONDARY	Sta. Teresita National High School			01/06/2008	01/04/2012		2012			
VOCATIONAL / TRADE COURSE										
COLLEGE	Visayas State University	BS in Development Communicationmajor in Development Journalism		01/06/2013	14/06/2017		2017			
GRADUATE STUDIES										
CONATURE		(Continue on separate sheet if ne	cessary)							
SIGNATURE	agnan			DA	ATE .		May 25 2023			

7. CARE	ERVICE ELIGIE ER SERVICE/ RA 10	80 (BOARD/ BAR) UNDER		DATE OF				LICENSE (if ap	oplicable)
	SPECIAL LAW		RATING (If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINAT	TION / CONFER	RMENT	NUMBER	Date o
С	areer Service - I	Professional	80.8	March 17 2019	New Ormoc City National Highschool, Ormoc		ool, Ormoc	arce of social	1 Validi
		3050		AND DESCRIPTION	City,	City, Leyte			114
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WORK E	XPERIENCE		(CC	ontinue on separate shee	t if necessary)		1		
iclude priv	ate employmen	t. Start from your recen	work) Descriptio	n of duties should b	e indicated in the attached	Work Expe			
	JSIVE DATES m/dd/yyyy)	POSITION T			ENCY / OFFICE / COMPANY	MONTHLY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP	STATUS OF	GOV'I
From	То	(Write in full/Do not	abbreviate)	(Write in fu	II/Do not abbreviate)	SALARY	(Format *00-0*)/ INCREMENT	APPOINTMENT	(Y/N)
n. 18, 2018	Feb. 15, 2018	Correspondent/Mark	eting Assistant	Eastern	n Visayas Mail	P 7,200		Probationary	N
pril 1, 2018	December 31, 2020	Science Research	n Assistant		nt of Development Visayas State University	P 10,500		Job Order	N
arch 21,	Present	Education Research	ch Assistant		of the Graduate School	P 20,000		Casual	Υ
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMEN	IT / PEOPLE / V	OLUNTARY O	ORGANIZATION	I/S		
29. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK		
(write at run)	From	То	nomber of roots		TOUTION / NATURE OF WORK	
None		7(960)00.	3 880 1			
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	Continue on separate		y)			
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING (Start from the most recent L&D/training program and include only the relevant L&D/training taken						
		INCLUSIVE DATES OF		Type of LD		
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)		NDANCE dd/yyyy)	NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
	From	То			(Wite in tall)	
3rd Development Communication Praxis	Nov. 26, 2018	Nov. 26, 2018	9.0		Visayas State University	
Information Officers (IOs)/ Community Development Information Officers (CDIos)/ Med Conference on ASEAN Integration	Jan. 30, 2018	Jan. 30, 2018	9.0	de la	Philippine Information Agency	
Training-Workshop on Presenting Research Results	Oct. 22, 2018	Oct. 23, 2018	18.0		Visayas State University	
Training-Workshop on Monitoring Outcomes of Extension Projects Using the MSC	Nov. 26, 2018	Nov. 27, 2018	18.0	1 (Call 1981)	Secretary of the Property of t	
Technique	NOV. 20, 2010	1404. 21, 2016	10.0	TEANNEY E TO	Visayas State University	
	National	SCHOOL IN I	(Cas) (1986)	1000	ni ne la aus la eni beser a car evel i di	
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157007531					Or, Editha G. Cagas	
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997953582	- Stys Leyte -	doftig -		01	Dr. Rotacio S. Gravo	
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	Continue on separate	sheet if necessar	y)		SERVER TO THE SERVER DESIGNATION OF THE SERV	
VIII. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES 32.	NON-ACADEMIC DIST	INCTIONS / RECO	GNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	(10	7			(Trino in Idil)	
	34					
1	PART CITY					
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(1)			and the same of th			
	Continue on separate	sheet if necessar	y)			
	fin			ATE	May 25 2023	

				7.		
34.	Are you related by consanguinity or affinity to the appointing or chief of bureau or office or to the person who has immediate so Bureau or Department where you will be apppointed, a. within the third degree?		☐ YES ☑ N	,		
	b. within the fourth degree (for Local Government Unit - Caree	YES V No				
35.	a. Have you ever been found guilty of any administrative offens	YES NO If YES, give details:				
	b. Have you been criminally charged before any court?	☐ 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 any court or tribunal?	☐ YES ☑ NO If YES, give details:				
37.	Have you ever been separated from the service in any of the form the rolls, dismissal, termination, end of term, finist the public or private sector?	✓ YES NO If YES, give details: lesser payment				
38.	a. Have you ever been a candidate in a national or local election Barangay election)?	☐ YES If YES, give details:				
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local ca	☐ YES ☑ NO If YES, give details:				
39.	Have you acquired the status of an immigrant or permanent re	YES NO If YES, give details (country):				
a. b. c.	Are you a member of any indigenous group? Are you a person with disability? Are you a solo parent?		If YES, please specify: YES If YES, please specify ID No	NO		
41.	REFERENCES (Person not related by consanguinity or affinity to applicant la	appointee)				
	NAME	ADDRESS	TEL. NO.			
	Dr. Monina M. Escalada	Baybay City, Leyte	918923657			
	Dr. Editha G. Cagasan	Baybay City, Leyte	9182700721			
42.	Dr. Rotacio S. Gravoso I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized represen agree that any misrepresentation made in this docum administrative/criminal case/s against me.	nt laws, rules and regulations of the stative to verify/validate the contents state	Republic of the ed herein.	PHOTO		
P	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: Passport	0 0				
10	D/License/Passport No.: P3163549B	oox)				
0	late/Place of Issuance: Tacloban City	Right Thumbmark				
	SUBSCRIBED AND SWORN to before me this 2 4	JUL 2023 , affiant exhibit	ting his/her validly issued gover	nment ID as indicated above.		
		ATTY RYSAY C. GUINOCOR				
		th				