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CS Form No.	212				
Revised 2017	1				

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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM 1. CS ID No. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. MILLEZA 2. SURNAME NAME EXTENSION (JR., SR) FIRST NAME DYANA ROSE TARIPE MIDDLE NAME 3. DATE OF BIRTH 2/9/1995 16. CITIZENSHIP Dual Citizenship (mm/dd/yyyy) ✓ Filipino by birth by naturalization BAYBAY CITY, LEYTE Pls. indicate country: 4. PLACE OF BIRTH If holder of dual citizenship, please indicate the details. 5. SEX Male ✓ Female 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS 1 Single Married House/Block/Lot No. Street Widowed Separated GABAS Other/s: Subdivision/Village Barangay **BAYBAY CITY** LEYTE 7. HEIGHT (m) 1.51 City/Municipality Province 47 6521-A 8. WEIGHT (kg) ZIP CODE 18. PERMANENT ADDRESS 9. BLOOD TYPE O+ House/Block/Lot No. Street GABAS N/A 10. GSIS ID NO. Subdivision/Village Barangay BAYBAY CITY LEYTE 11. PAG-IBIG ID NO. City/Municipality Province 12. PHILHEALTH NO. 13-250362125-1 ZIP CODE 6521-A 06-3907455-9 19. TELEPHONE NO. N/A 13. SSS NO. 14. TIN NO. 472-543-858 20. MOBILE NO. 09351315130 N/A dyanamilleza02@gmail.com 15 AGENCY EMPLOYEE NO 21. E-MAIL ADDRESS (if any) 22. SPOUSE'S SURNAME N/A 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) N/A N/A FIRST NAME MIDDLE NAME NA N/A OCCUPATION EMPLOYER/BUSINESS NAME N/A **BUSINESS ADDRESS** N/A N/A TELEPHONE NO. 24. FATHER'S SURNAME MILLEZA NAME EXTENSION (JR., SR) LORENZO FIRST NAME MIDDLE NAME **GOFREDO** 25. MOTHER'S MAIDEN NAME TARIPE SURNAME **GUIA** FIRST NAME PIAMONTE (Continue on separate sheet if necessary) MIDDLE NAME SCHOLARSHIP HIGHEST LEVEL/ UNITS EARNED PERIOD OF ATTENDANCE ACADEMIC HONORS 26. NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YFAR LEVEL GRADUATED (Write in full) (Write in full) (if not graduated) RECEIVED From To VALEDICTO 03 2007 2007 GABAS CENTRAL SCHOOL 06 2001 ELEMENTARY RIAN WITH HIGH VISAYAS STATE UNIVERSITY LABORATORY HIGH 06 2007 04 2011 2011 SECONDARY **HONORS** SCHOOL N/A N/A N/A N/A N/A N/A N/A TRADE COURSE VISAYAS STATE UNIVERSITY BACHELOR OF SCIENCE IN CHEMISTRY 6/1/2011 4/21/2015 2015 **CUM LAUDE** COLLEGE MASTER OF SCIENCE IN SOIL SCIENCE 8/12/2022 2022 GRADUATE STUDIES VISAYAS STATE UNIVERSTY 9/1/2020 nue on separate sheet if necessary) August 9, 2024 July DATE SIGNATURE

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30. TITLE OF LEARNING AND DEVELOPMENT INTERV	TATIONOT PARILLIA PROCESSA	INCLUSIVE DATES OF ATTENDANCE			Type of LD	
(Write in full)	PENTIONS/TRAINING PROGRAMS	(mm/de	/уууу)	NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
PerkinElmer Optima 8300 Inductively Coupled Plasma	From	To	24.0		Philippine Associated Smelting and Refining	
Course		01/24/2018	01/26/2018	1000000	nas 1 - 1450234 (fe)	Corporation Philippine Associated Smelting and Refining
Understanding ISO/IEC 17025:2017 for Testing a		08/27/2019	08/28/2019	16.0		Corporation Philippine Associated Smelting and Refining
Metrohm 884 Professional VA Training-Workshop on Quality Assurance/Quality		09/26/2019	09/26/2019	8.0		Corporation
Verification/Validation		3/8/2022	4/8/2022	16.0	ewas to read a gar	BSWM Laboratory Services Division
Training-Workshop on Soil and Nutrient Managem	ent and Assessing Soil Health	08/30/2022	08/31/22	16.0		LSD, Bureau of Soils and Water Mangement
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VIII. OTHER INFORMATION	(Cor	ntinue on separate	sheet if necessar	y)		
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
Analysis of Water and Soil Samples	N/A					N/A
Knows how to operate some laboratory		N/A	Α		N/A	
instruments such as ICP-OES, AAS, UV-Vis Research		N//	Α		N/A	
		or a source that a source				
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SIGNATURE	mil	Den .			ATE	08/09/2024
	$\overline{}$	0				CS FORM 212 (Revised 2017), Page 3 of 4

VI. VOICNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

34.	chief of bureau or office or to the person who has immediate supervision over you in the Office,				14		
	Bureau or Department where you will be apppointed, a. within the third degree?			F			
	b. within the fourth degree (for Local Government Unit - Career Employees)?	☐ YES		Ŀ F:			
		If YES, give details:	7.7				
35.	a. Have you ever been found guilty of any administrative offense?	YES		✓ NO			
		If YES, give details:					
	b. Have you been criminally charged before any court?	YES		☑ NO			
		If YES, give details:	Date Filed:	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?	If YES, give details:		☑ NO			
27	Have you ever been separated from the service in any of the following modes: resignation,						
31.	retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?	If YES, give details:		□ NO			
	(contact), if the public of private costs.	Resigned from my previous job to pursue gradua	ate studies				
38.	a. Have you ever been a candidate in a national or local election held within the last year (except	☐ YES		✓ NO	its a		
	Barangay election)? b. Have you resigned from the government service during the three (3)-month period before the last	☐ YES	If YES, give detail	ls:			
0.0000000000000000000000000000000000000	election to promote/actively campaign for a national or local candidate?	pulcus sa salen Apartin results to 1 2022 (5.1)	If YES, give detail	CONTRACTOR OF THE PARTY OF THE	15:03:27(0)		
39.	Have you acquired the status of an immigrant or permanent resident of another country?	YES If YES, give details (country):		✓ NO			
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA						
a.	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: Are you a member of any indigenous group?	The second		dov			
		If YES, please specify:		✓ NO	end suff		
b.	Are you a person with disability?	YES If YES, please specify ID No:		✓ NO			
c.	Are you a solo parent?	☐ YES If YES, please specify ID No:		✓ NO			
41	REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)						
	NAME ADDRESS	TEL. NO./EMAIL ADDRESS	2.00				
-water ship	James A. Patindol VSU, Visca, Baybay City, Leyte	james.patindol@vsu.edu.ph		06			
in page of the	Deejay M. Lumanao VSU, Visca, Baybay City, Leyte	deejay.maranguit@vsu.edu.ph					
42	Suzette B. Lina VSU, Visca, Baybay City, Leyte	sblina@vsu.edu.ph					
principles of the second sections	I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, or and regulations of the Republic of the Philippines. I authorize the agency head/authorized representation made in this document and its attachments shall cause the filing of administrative/or administrative.	esentative to verify/validate the contents stated herein.	agree that any	DYANA ROSE TON	AILLEZA		
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				CS FORM 212 (Revise			

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-

Present. Work experience should be listed from most recent first.

- Duration: May 2, 2023 August 9, 2024 Position: Science Research Specialist II
- · Name of Office/Unit: Central Analytical Services Laboratory
- Immediate Supervisor: James A. Patindol
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- Summary of Actual Duties
 - o Analyze soil, plant tissue, fertilizer, and water samples Prepare reagents for analysis
 - Calculate, analyze, and interpret data
 - Make test reports for clients
 - Monitors analytical instrument performance, performs calibration, and coordinates
 - with maintenance team during repairs and preventive maintenance
 - Manages the operation of the laboratory
 - Ensures availability of office, lab supplies, and chemicals
 - o Prepares standard forms (soil test request forms, charge invoices, PRs, PPMPs, ISO
 - docs, etc.)
 - Prepares IGP Monthly report and annual reports
 - As project manager: Allocates resources effectively to support activities and
 - maximize income

 - Monitor expenditures and revenue generation to maintain financial viability
 - Maintains transparency and accountability in financial management and reporting.
- Duration: September 19, 2022 February 1, 2023
- · Position: Part-time Instructor Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Suzette B. Lina
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - Conducts classes as scheduled.
 - Introduce various strategies to enhance the learnings of the students.
 - Apply/conduct applicable modes of assessment of the learnings gained by students.
 - Attend to student queries even outside class schedule.
 - o Perform other tasks assigned by the Department Head and College Dean to facilitate the effective delivery of teaching functions.

 Performs analysis of diverse raw materials, products and by-products for price settlements, metal balance, and other commercial by using established methods and work instructions within allotted turnaround time • Prepares the reagents required for the work in accordance with the predefined work instructions and schedule. Calculate, analyze, and interpret the data by using the relevant statistical techniques. Look for trends, abnormalities, and/or potential contributing factors that could provide biased or inaccurate data. o Implements QA/QC. updates and interprets control charts, and, if QA/QC fails, implements action plans as necessary. Participate in Proficiency Testing Gives internal customers rapid input on any noticed out-of-trend or odd results o Encode, check, and authorize results in Sample Manager Observe strict compliance to confidentiality of laboratory data o Provides initial support to customer inquiries and discuss with immediate leader especially those that needs further action Escalates to immediate leader any issues and concerns that are beyond the level of capability and authority Monitors analytical instrument performance and coordinates with maintenance team during repairs and preventive maintenance Conduct inventory of consumables and report to team leader if there are any consumables which are nearing to run out o Implements 5S in the workplace and consistently practices good housekeeping Follows LMS implementation guidelines and takes part in internal and external audits. Conducts risk assessment prior to commencing any work and report to immediate superior any unsafe conditions and acts observed, issue related work permits in the absence of team leader Duration: June 8, 2015 – March 24, 2016 Position: Part-time Instructor Name of Office/Unit: Department of Pure and Applied Chemistry Immediate Supervisor: Jacob Glenn Jansalin Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

Internal Auditor for Laboratory Management System based on ISO 17025

Duration: December 16, 2016 – August 27, 2020

• Immediate Supervisor: Charito T. Boñul

Summary of Actual Duties

Name of Office/Unit: PASAR-Metallurgical Laboratory

List of Accomplishments and Contributions

Name of Agency/Organization and Location: PASAR, LIDE, Isabel, Leyte

Position: Laboratory Analyst

Summary of Actual Duties

- Designs and develops learning lessons, study and research to stay current on educational trends and instructional techniques
 Record-keeping and assessment of students' outputs and performance
- o Discuss safety measures and the dos and don'ts in the laboratory
- Facilitate students in conducting laboratory experiments

DYANA ROSE T. MILLEZA

(Signature over Printed Name of Employee/Applicant)

Date: August 9, 2024

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