CS Form No. 212		10 to			Technical In	Na suevilla sale A	2 302 - 235	Eggs .
Revised 2017	PERSO	NAL DATA	4 SH	IEE1	5/30		es es senso. Es la compa	
WARNING: Any misrepresenta	tion made in the Personal Data Sheet and th	ne Work Experience Sheet sha	II cause the	filing of adm	inistrative/d	criminal case/s ag	gainst the per	son
concerned. READ THE ATTACHED GUIDE	TO FILLING OUT THE PERSONAL DATA SH	HEET (PDS) BEFORE ACCOMP	LISHING TH	E PDS FORI	и.			
Print legibly. Tick appropriate boxes	() use separate sheet if necessary. Indicate			The state of the s	1. CS ID No.		(Do not fill up. Fo	or CSC use only)
I. PERSONAL INFORMATIO		CALCO CONTRACTOR OF THE CALCO	**					
2. SURNAME	JAGONOS INAME EXTENSION (J						SR)	
FIRST NAME	LIZA ANN					N/A		
MIDDLE NAME 3. DATE OF BIRTH	CORONADO							
(mm/dd/yyyy)	12/23/1985	16. CITIZENSHIP			Dual Citizenship by birth	by naturali	zation	
4. PLACE OF BIRTH	METRO MANILA	If holder of dual citizens	Contraction of the Contraction o		Pls. indicate co	e country:		
5. SEX	☐ Male ✓ Female	please indicate the deta	ails.	Philippines				_
6 CIVIL STATUS	☐ Single ☑ Married	17. RESIDENTIAL ADDRESS		140			ZONE 4	
	☐ Widowed ☐ Separated ☐ Other/s:			House/Block/Lot No. N/A		COGON		
7. HEIGHT (m)	1.524			Subdivision/Village BAYBAY			Barangay LEYTE	
8. WEIGHT (kg)	80 THEME	ZIP CODE	1 1 1 1 1	city/Municipality		6521	Province	5 A.S. A.L. W. W. L.
9. BLOOD TYPE	0+	18. PERMANENT ADDRESS		140	I (As i SM	10054	ZONE 4	18071/2110
10. GSIS ID NO.	2005924568	PU PERMANAN		House/Block/Lot No. N/A			COGON	
11. PAG-IBIG ID NO.	1212 0143 4086	HALLING TRANSPORTER)	Subdivision/Village BAYBAY City/Municipality		SECR	Barangay LEYTE Province	
12. PHILHEALTH NO.	13-025202926-6	ZIP CODE		R F559 TIONIST CUM CLERK		12/2009	10/2007	
13. SSS NO.	N/A	19. TELEPHONE NO.				N/A		
14. TIN NO.	466-626-414-000	20. MOBILE NO.		09665601421 / 0963193069			94	
15. ĄGENCY EMPLOYEE NO.	V01253	21. E-MAIL ADDRESS (if any)		<u> </u>	za.jagon	os@vsu.edu.	<u>ph</u>	
II. FAMILY BACKGROUND								
22. SPOUSE'S SURNAME	JAGONOS	NAME EXTENSION (JR., SR)	23. NAME of CHILDREN (Write full name and list all) ON (JR., SR)			DATE OF BIRTH (mm/dd/yyyy) 05/01/2015		
FIRST NAME	JIMMY	N/A		ELIZ JIMELLI C. JAGONOS				
MIDDLE NAME	PANOGAN		E	ERIN JIANNA C. JAGONOS			04/12/2020	
OCCUPATION	DRIVER							
EMPLOYER/BUSINESS NAME	ATI-RTC VIII				11			
BUSINESS ADDRESS	VISCA, BAYBAY CITY LEYTE			100 100				
TELEPHONE NO.	N/A COPONADO							
24. FATHER'S SURNAME	CORONADO	NAME EXTENSION (JR., SR)						
FIRST NAME MIDDLE NAME	FELIX AVELINO	JR.						
25. MOTHER'S MAIDEN NAME	AAETINO							
SURNAME	FERNANDEZ							
FIRST NAME	ELIZABETH							
MIDDLE NAME	URDANETA		(Continue on separate sheet if nec					
III. EDUCATIONAL BACKS				(6	ontinue on se	parate sneet if neces	sary)	
26.						HIGHEST LEVEL		SCHOLARSHIP/
LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREI (Write in full)	E/COURSE	PERIOD OF	To	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	ACADEMIC HONORS RECEIVED
ELEMENTARY	FORT BONIFACIO ELEMENTARY SCHOOL	ELEMENTAR	Y	1992	1998	N/A	1998	N/A
SECONDARY	SECONDARY BAYBAY NATIONAL HIGH SCHOOL		SECONDARY		2002	N/A	2002	N/A

VOCATIONAL / TRADE COURSE N/A N/A N/A N/A N/A N/A N/A FRANCISCAN COLLEGE OF THE ASSOCIATE IN COMPUTER 50 units / COLLEGE 2004 2005 N/A N/A **IMMACULATE CONCEPTION TECHNOLOGY ONGOING** GRADUATE STUDIES N/A N/A N/A N/A N/A N/A N/A SIGNATURE DATE February 19, 2024 CS FORM 212 (Revised 2017), Page 1 of 4

7. CAREE	ER SERVICE/ RA 108	0 (BOARD/ BAR) UNDER	DATINO	DATE OF				LICENSE (if app	olical (e)
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE RATING (If Applicable)			EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT			NUMBER	Date of Validity	
CSC SUBPROFESSIONAL 86.7			04/29/2021	PALO, LEYTI	one	N/A	N/A		
		OR THE PERSONAL DATA SHEET FOR A REPORT AND THE PERSON HER PERSON					On Supplied	100 mm	
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	(6)				distribution of the second	THESE		A PARA	
pod .	нето ат ус судатую са	palaye		difficulty in Chicago	N. T.	ZAW CETOM		40.5	48.1
/ WORK F	XPERIENCE			Continue on separate sho	eet if necessary)				
		Start from your recen	t work) Descripti	on of duties should l	be indicated in the attache	ed Work Experi	The second secon		
	SIVE DATES m/dd/yyyy)	POSITION T		DEPARTMENT / AGENCY / OFFICE / COMPANY		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP	STATUS OF	GOV'T SERVICE
From .	То	(Write in full/Do not	abbreviate)	(Write in full/Do not abbreviate)		A1.5	(Format *00-0*)/ INCREMENT	APPOINTMENT	(Y/ N)
07/27/2021	PRESENT	ADMINISTRATIV	E AIDE III	DEPARTMENT OF DEVELOPMENT COMMUNICATION		P14,677.97	N/A	CASUAL	Υ
03/04/2014	07/26/2021	CLER	(14.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.	SUPPLY A	P9,961.20	N/A	JO	Υ	
01/2010	08/2010	SECRETARY CL	IM CLERK	KALHOUR TE	AED 3,000	N/A	CONTRACTUAL	N	
					BAI, UAE IY MASSAGE CENTRE,				
10/2007	12/2009	RECEPTIONIST C	UW CLERK		BAI, UAE	AED 2,000	N/A	CONTRACTUAL	N
		greage to the control			900	383-0/-2-203			
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		A		(Continue on separate sh	eet if necessary)	WS - 23 3			
SIGNA	ATURE	4	5	THE RESERVE OF THE PARTY OF THE	DATE		ebruary 19, 2	2024	

. VCLUNTARY WORK OR INVOLVEMEN	T IN CIVIC / NON-GOVERNMEN	T/PEOPLE/\	OLUNTARY	ORGANIZATI	ON/S	
9. NAME & ADDRESS OF (Write in fu		INCLUSIVE DATES (mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK	
N/A alleged Avg. 2017)		N/A	· N/A	N/A		N/A
	Intriberal 83V II			es como quin	ASSETT OF DES	Stryling organization floor average
The state of be			- to	uga vris arale	d bents a villenimina as a dov svoltud	
	aleano forable of Orace/a					
I. LEARNING AND DEVELOPMENT (L&D		tinue on separate s PROGRAMS A				
tart from the most recent L&D/training program and incl		r the last five (5) ye	ars for Division C	hief/Executive/Mar	nagerial positions)	
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)		ATTEN	DATES OF DANCE d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
HRIS SOFTWARE ON	BOARDING	12/06/2023	12/06/2023	8.0	Technical	VISAYAS STATE UNIVERSITY
UNLOCKING EXCELLENCE: THE 5S RE CLERKS AT VISAYAS STA		11/29/2023	11/29/2023	8.0	Quality training	VISAYAS STATE UNIVERSITY
ISO 9001:2015 AWARENESS AND RI	E-AWARENESS SEMINAR	8/29/2023	8/29/2023	4.0	Quality	VISAYAS STATE UNIVERSITY
PERSONALITY DEVELOPMENT AND DEVELOPING			06/16/2023	32.0	training Customer	PERSONNEL OFFICERS ASSOCIATIO
CUSTOMER SATISFACTION RE-ORIENTATION SEMINAR ON RSP, PDS AND eDATSystem OF THE MANAGEMENT INFORMATION SYSTEM (MIS)			02/22/2022	4.0	Service Technical	OF THE PHILIPPINES, INC. VISAYAS STATE UNIVERSITY
DOCUMENT TRACKIN	11/26/2021	11/26/2021	4.0	Technical	VISAYAS STATE UNIVERSITY	
ISO 9001:2015 AWARENESS WEBINAR			09/13/2021	4.0	Quality	VISAYAS STATE UNIVERSITY
RECRUITMENT, SELECTION & PLACEM	ENT MANAGEMENT SYSTEM	07/27/2021	07/27/2021	8.0	training Technical	VISAYAS STATE UNIVERSITY
WORKSHOP ON VALUES (FOR JO	01/15/2019	01/15/2019	8.0	Orientation	VISAYAS STATE UNIVERSITY	
PRIME-HRI		08/03/2018	08/03/2018	8.0	Quality	VISAYAS STATE UNIVERSITY
		00/00/2010	(49)	reggia tensiliggia	training	RELEASE (Recent not take up by consump
	TOURS SE	RC 122.7	CAMPAGE PROPERTY.		and the same of th	Super Control of the
A Company of the	***************************************	CU ITTORA	DYAG LIGV		0.11	GOAD ALABITSTONIO DE
	0000135770 B	102 Y 10 YA	7VAG 1190		3 4 11	COR HEREROOR AND
	The Paracion Course	ecysa dell	Amario, Vo			ALIGIA M ALORES
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	Of the Repugeous Line contains stand herein	anno lugar e are stablean	mevio evo	ericential direction b	ravous a pear revealence	complete statement pursuant to the Paylogines. It is shorted the agency
and the second s	rail pause the filing of	i agendan	6 8k bns	ισεπιάγου με	their sloam.	That is that an increase entire of a second of the second
III. OTHER INFORMATION	Con	ntinue on separate	sheet if necessar	0		
31. SPECIAL SKILLS and HOBBIES	32. NO	N-ACADEMIC DISTII		GNITION	AND THE PROPERTY OF THE	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATIO
COMPUTER/TYPING SKILLS	(Write in full)					LSU ADMINISTRATIVE
DRIVING (MOTORCYCLE)	10 100 050 000 01	PERSONNEL ASSOCIATION				
COOKING	Figure 1	10 (JA (JA) 20 (BA)	er of the sales			Survey Samuel Comments
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		17/2		ACAD COLOR		
	Wook .	A DE				
	/) (Cc	ntinue on separate	sheet if necessal	γ)		
SIGNATURE	1		The state of the s	D	ATE	February 19, 2024

34.	Are you related by consanguinity or affinity to the appointing of chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed, a. within the third degree?	☐ YES ✓ NO					
	b. within the fourth degree (for Local Government Unit - Care	YES NO					
	ANA ANA	If YES, give details:					
35.	a. Have you ever been found guilty of any administrative offer	YES VO					
		If YES, give details:					
	b. Have you been criminally charged before any court?	YES NO					
		Alexander a land	If YES, give details:				
		Date Filed:					
		Status of Case/s:					
36.	Have you ever been convicted of any crime or violation of any by any court or tribunal?	YES VIO					
		If YES, give details:					
07	Have you ever been separated from the service in any of the	following modes: registration		120 120 120 120 120 120 120 120 120 120			
37.	retirement, dropped from the rolls, dismissal, termination, end		☐ YES ☑ NO If YES, give details:				
	out (abolition) in the public or private sector?						
38.	a. Have you ever been a candidate in a national or local elec-	tion held within the last year (except	YES VIORACEMO	77-08-319-1 0			
	Barangay election)?	Lesoneson Lesosomo i	If YES, give details:	T BORDING BYOTHER TANKS TANKS			
	b. Have you resigned from the government service during the		☐ YES ✓ N	O 3001 2015 AWARENE			
	election to promote/actively campaign for a national or local	candidate?	If YES, give details:	MAINAMA CONSTRUCTOR			
39.	Have you acquired the status of an immigrant or permanent	resident of another country?	☐ YES ☑ N	00 1800			
	parametric de la companya del companya de la companya del companya de la companya del la companya de la company	TOTAL CONTROL CONTROL	If YES, give details (country				
		Control of the second	REMARKS OF STEM MARS	INITINEMEDAKAM			
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),	[2] [2] 전 [1] [2] [2] [2] [4] [4] [4] [4] [4] [4] [4] [4] [4] [4	TRACKING SYSTEM	TVENUTOE			
a.	Are you a member of any indigenous group?	please allower the following items.	TAMBEW SECRETARY	150 9001 2015 OV			
		VALUE OF SASSON DANSAGES	If YES, please specify:	VO			
b.	Are you a person with disability?	☐ YES ✓ I	NO .				
C.	Are you a solo parent?	If YES, please specify ID No:					
	YTE 900 A SOID PAIR IN THE YOUR A SOID PAIR IN THE YOU	isimsensi storiculari	☐ YES ☑ If YES, please specify ID No:	VO			
41	REFERENCES (Person not related by consanguinity or affinity to applicant.		And the second s				
	NAME						
		ADDRESS	TEL. NO.				
	DR. CHRISTINA A. GABRILLO	VSU, BAYBAY CITY, LEYTE	09062627974				
	DR. ULDERICO B. ALVIOLA	VSU, BAYBAY CITY, LEYTE	9778512000				
	ALICIA M. FLORES	BRGY. GUADALUPE, BAYBAY CITY	09176341430				
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized repre I agree that any misrepresentation made in this docu administrative/criminal case/s against me.	nt laws, rules and regulations of the sentative to verify/validate the contents	Republic of the s stated herein.	IZA ANN C JAGONOS			
	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)			odulisti ililom			
	LEASE INDICATE ID Number and Date of Issuance overnment Issued ID: VSU EMPLOYEE ID	1					
lŀ	27 Contoning QCJ						
	//License/Passport No.: V01253	ox)	Samulatili tronsies and				
D	ate/Place of Issuance: 01/29/2022 Baybay City, Leyte		UOYO AOTOM) DVI VISIO Right Thumbmark				
	SUBSCRIBED AND SWORN to before me this	FEB 2024 , affiant exhibit	ing his/her validly issued governme	ent ID as indicated above.			
		M -		·			
		h					
-	ATTACK STREET			30 STANDES			

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: 2021-Present
- Position: Administrative Aide III (Casual)
- Name of Office/Unit: Department of Development Communication
- Immediate Supervisor: Dr. Ulderico B. Alviola
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City
 - Summary of Actual Duties
 - Served as Department Deputy Document and Records Controller by issuing, maintaining, retrieving and controlling controlled documents, assigning of document numbers and other coding controls for documents.
 - · Perform other duties assign by the immediate supervisor.
- Duration: 2014-2021
- Position: Clerk (Job Order)
- · Name of Office/Unit: Supply and Property Management Office
- Immediate Supervisor: Ms. Alicia M. Flores
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City
 - Summary of Actual Duties
 - Manages operation of VSU Fuel Station.
 - Prepares Daily Issuance Record (DIR) and Monthly Report of issued petroleum, oil and lubricants., Statement of Account, Requisition and Issue Slip (RIS), Voucher and other documents for billing issued petroleum products.
 - Prepares vouchers and other supporting documents for the replenishment of fuel and lubricant stocks.
 - Monitors balances on hand of petroleum thru dipstick reading conducted regularly and lubricant through record of issuance.
 - Order/pick-up new stocks and deliver payment of lubricants and Fuel.
 - Prepares appointment/contract and payroll of all SPMO Job Order workers.
 - Prepares Invoice Receipt for Property (IRP) or Certificate of Transfer of items and equipment for issuance.
 - Prepare and update individual folder of end-user as requirement for resignation and retirement clearance.
 - In-charge in checking/counter-signing of Faculty and Staff clearance.
 - Conduct Physical Inventory of all property and equipment of VSU.
 - Perform other duties assign by the immediate supervisor.

LIZA ANN C. JAGONOS

(Signature over Printed Name of Employee/Applicant)

Date: February 19, 2024