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. (Do not fill up. For CSC use only) I. PERSONAL INFORMATION 2 SURNAME VALENZONA NAME EXTENSION (JR., SR) NONE FIRST NAME **VALERIE** MIDDLE NAME **CIRCULADO** 3. DATE OF BIRTH 8/5/1994 16. CITIZENSHIP (mm/dd/yyyy) **☑** Filipino Dual Citizenship by birth by naturalization BRGY. PANGASUGAN BAYBAY CITY, 4. PLACE OF BIRTH If holder of dual citizenship Pls. indicate country: LEYTE please indicate the details. 5. SEX **✓** Female ☐ Male Single 17. RESIDENTIAL ADDRESS ✓ Married 6 CIVIL STATUS ☐ Widowed House/Block/Lot No Separated Street Other/s: PANGASUGAN Subdivision/Village Barangay 7. HEIGHT (m) BAYBAY 1.65 LEYTE City/Municipality Province 8. WEIGHT (kg) 67 ZIP CODE 6521-A 18. PERMANENT ADDRESS 9. BLOOD TYPE 0 House/Block/Lot No Street 10. GSIS ID NO. PANGASUGAN CRN-021-3136-2040-6 Subdivision/Village Barangay 11. PAG-IBIG ID NO BAYBAY 1212-0156-7625 LEYTE City/Municipality 12. PHILHEALTH NO 13-025360778-6 ZIP CODE 6521-A 13 SSS NO 06-4400529-6 19. TELEPHONE NO. NONE 14. TIN NO 492-053-316-000 20 MOBILE NO 0950 444 1319 15. AGENCY EMPLOYEE NO. V001121 21. E-MAIL ADDRESS (if any) valeriedcirculado@gmail.com FAMILY BACKGROUND 22. SPOUSE'S SURNAME **VALENZONA** 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) NONE FIRST NAME **ALEMAR** ALEANNA MARRIE C. VALENZONA 12/1/2015 MIDDLE NAME **NAPOLES** OCCUPATION LABORER EMPLOYER/BUSINESS NAME **VISAYAS STATE UNIVERSITY (VSU)** BUSINESS ADDRESS BRGY. PANGASUGAN, VISCA, BAYBAY CITY, LEYTE TELEPHONE NO NONE 24. FATHER'S SURNAME **CIRCULADO** NAME EXTENSION (JR., SR) NONE FIRST NAME **GEORGE** MIDDLE NAME SABADO 25. MOTHER'S MAIDEN NAME SURNAME **DABALOS** FIRST NAME ROSALINA MIDDLE NAME LAPARA (Continue on separate sheet if necessary) **EDUCATIONAL BACKGROUND** HIGHEST LEVEL NAME OF SCHOOL SCHOLARSHIP/ BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE LEVEL YEAR ACADEMIC HONORS RECEIVED UNITS EARNED (Write in full) (Write in full) GRADUATED (if not graduated) From To FLEMENTARY PANGASUGAN ELEMENTARY SCHOOL PRIMARY EDUCATION 06/01/2001 03/30/2007 GRADUATED 2007 FIRST HONORS SECONDARY **BAYBAY NATIONAL HIGH SCHOOL** SECONDARY EDUCATION 06/01/2007 04/01/2011 GRADUATED 2011 NONE VOCATIONAL / NONE TRADE COURSE BACHELOR OF SCIENCE IN VSU ACADEMIC-A COLLEGE **VISAYAS STATE UNIVERSITY (VSU)** 06/01/2011 04/22/2015 GRADUATED 2015 **AGRIBUSINESS** SHOLARSHIP GRADUATE STUDIES **VISAYAS STATE UNIVERSITY (VSU)** MM IN AGRIBUSINESS MANAGEMENT 08/01/2017 40 UNITS NONE (Continue on separate sheet if necessary) SIGNATURE DATE November 18, 2022

District the second	SERVICE ELIGII EER SERVICE/ RA 10	80 (BOARD/ BAR) UNDER		DATE OF				LICENSE (if	applicable)
SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE			RATING (If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINA	ATION / CONFERMENT		NUMBER	Date of
CARRER SERVICE PROFESSIONAL EXAMINATION			80.47	4/17/2016		TATE UNIVERSITY (EVSU),		NOMBER	Validity
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V WORK	EXPERIENCE		(C	ontinue on separate shee	t if necessary)				
		. Start from your recent	work) Descript	ion of duties should	be indicated in the attacl	ned Work E	XDerience shee	,	
28. INCLU	JSIVE DATES m/dd/yyyy)	POSITION TITE			ENCY / OFFICE / COMPANY	MONTHLY	SALARY/ JOB/ PAY		GOVT
From	То	(Write in full/Do not ab			I/Do not abbreviate)	SALARY	GRADE (if applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	SERVICE (Y/N)
10/1/2019	PRESENT	ADMINISTRATIVE A	AIDE IV	CASH OFFICE, VSU		14,993.00	Salary Grade 4;	PERMANENT	YES
1/3/2019	9/30/2019	ADMINISTRATIVE A	AIDE III	CASH	12,466.00	Step 1 Salary Grade 3;	PERMANENT	YES	
10/1/2016	12//31/2018	CLERK		BUDGET OFFICE, VSU		6,600.00	Step 1	JOB ORDER	YES
8/16/2016	9/30/2016	DATA ENCODI	ER .		5,720.00				
4/1/2014	5/30/2014	STUDENT ASSIS		DEPT. OF AGRICULTURAL ENGINEERING, VSU			N/A	JOB ORDER	YES
4/1/2009	5/30/2009	NURSERY CARET	and the state of the	DEPT. OF FORESTRY, VSU ANTONIO AGRO-FARM TRADE CORPORATION		2,000.00	N/A	TEMPORARY	YES
411200	3/30/2009	NONSENT CARETARER		ANTONIO AGRO-FA	2,880.00	N/A	TEMPORARY	NO	
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT	/ PEOPLE / VO	LUNTARY OF	RGANIZATIONS	S		
29. NAME & ADDRESS OF ORGANIZATION (Write in full)	(mm/s	INCLUSIVE DATES (mm/dd/yyyy)			POSITION / NATURE OF WORK	
N/A	From	To		nlarge	ozi nga un benga husi esimbiyi d	
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	1					
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PA	ontinue on separate		y)			
viii. LEARMING AND DEVELOPMENT (LGD) INTERVENTIONS/TRAINING PP (Start from the most recent L&D/training program and include only the relevant L&D/training taken for			hief Executive/Mana	igerlai positions)		
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	ATTEN	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) From To		Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
AGAP Convention-Seminar: NAVIGATING THE CHALLENGES OF FINANCIAL TECHNOLOGY AND DIGITAL TRANSFORMATION	8/19/2022	8/22/2022	32 HOURS	TECHNICAL	ASSOCIATION OF GOVERNMENT ACCOUNTANTS OF THE PHILIPPINES, INC. (ACAP), BAGUIO COUNTRY CLUB, BAGUIO CITY	
KNOW YOUR MONEY AND COUNTERFEIT DETECTION	2/26/2021	2/26/2021	6 HOURS	TECHNICAL	BANKERS INSTITUTE OF THE PHILIPPINES, INC. (BAIPHIL)	
CASH MANAGEMENT AND CONTROL SYSTEM	7/22/2019	7/24/2019	24 HOURS	TECHNICAL	COMMISSION ON AUDIT, PALO LEYTE	
TARGET SETTING WORKSHOP	8/20/2018	8/21/2018	16 HOURS	TECHNICAL	VISAYAS STATE UNIVERSITY	
STRATEGIC MARKETING FOR INCLUSIVE AND SUSTAINABLE AGRIBUSINESS	2/25/2018	2/25/2018	8 HOURS	TECHNICAL	VISAYAS STATE UNIVERSITY	
INTERNATIONAL CONFERENCE ON BUSINESS AND ECONOMY (CREATING, MANAGING AND DISTRIBUTING WEALTH LEADING THE INNOVATION CHALLENGE)	2/16/2018	2/17/2018	16 HOURS	TECHNICAL	UNIVERSITY OF SAN CARLOS, CEBU CITY	
CONFERENCE WORKSHOP ON REPORTING POLICIES AMONG REGISTRARS AND THOSE DESIGNATED AS HR OFFICERS, BUDGET OFFICERS AND BOOKKEEPER/ACCOUNTANT IN EXTERNAL CAMPUS	9/2/2017	9/2/2017	8 HOURS	TECHNICAL	VISAYAS STATE UNIVERSITY	
STRENGTHENING THE MANAGEMENT PRACTICES OF BARANGAY HIPUSNGO FARMERS' AND FISHERFOLKS ASSOCIATION (BAHIFFA)	8/8/2017	8/8/2017	8 HOURS	TECHNICAL	VISAYAS STATE UNIVERSITY	
VSUCC BASIC COOPERATIVE SEMINAR	11/19/2016	11/19/2016	8 HOURS	TECHNICAL	VISAYAS STATE UNIVERSITY CREDIT COOPERATIVE (VSUCC)	
HIJO RESOURCES CORPORATION (ON-THE-JOB TRAINING)	11/19/2014	1/19/2015	302 HOURS	TECHNICAL	HIJO RESOURCES CORPORATION	
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(C	ontinue on separate	sheet if necessar	y)			
VIII. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES 32.	energy of the second	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)				
COMPUTER LITERATE	NON	IE		VSU-AdPA		
BUSINESS SKILLS					VSUCC	
DRIVING SKILLS (MOTOR BIKE)					N.9 (1,035,815 (\$) 1 max - max (10,035,815 (8))	
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SIGNATURE	lade	DATE			November 18, 2022 CS FORM 212 (Revised 2017), Page 3 of 4	

34.	Are you related by consanguinity or affinity to the appointing 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	ZI NO			
	b. within the fourth degree (for Local Government Unit - Car	☐ YES ☑ NO ☐ YES ☑ NO If YES, give details:				
35.	a. Have you ever been found guilty of any administrative off	☐ 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 a any court or tribunal?	☐ YES ☑ NO If YES, give details:				
37.	Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, er (abolition) in the public or private sector?	☐ YES ☑ NO If YES, give details:				
38.	Barangay election)?	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 election to promote/actively campaign for a national or local 	☐ YES ☑ NO If YES, give details:				
39.	Have you acquired the status of an immigrant or permanent	☐ YES ☑ NO If YES, give details (country):				
40. a. b.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972). Are you a member of any indigenous group? Are you a person with disability?	☐ YES ☑ NO If YES, please specify: ☐ YES ☑ NO If YES, please specify ID No:				
c.	Are you a solo parent?					
41.	REFERENCES (Person not related by consanguinity or affinity to applicant	/appointee)				
	NAME	ADDRESS	TEL. NO.			
H	QUEEN-EVER Y. ATUPAN	CASH OFFICE, VSU	(565) 0600-1011	(a) a)		
	LOUELLA C. AMPAC	OFFICE OF THE DIRECTOR OF FINANCE, VSU	(565) 0600-1009			
	MONA NENA B. GERALDO	BUDGET OFFICE, VSU	(565) 0600-1009			
42,	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertin Philippines. I authorize the agency head/authorized represe agree that any misrepresentation made in this docu administrative/criminal case/s against me.	ent laws, rules and regulations of the lentative to verify/validate the contents state	Republic of the	VALERIE C. VALENZONA PHOTO		
PL	evernment Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance Vernment Issued ID: PHILHEALTH					
ID/	License/Passport No.: 13-025360778-6					
Da	te/Place of Issuance: BAYBAY CITY, LEYTE	x)	Right Thumbmark			
The state of the s	SUBSCRIBED AND SWORN to before me this	Date Accomplished	g his/her validly issued go	overnment ID as indicated above.		
		ATTY. RTSAAC. GUINOCOR VSU Clast Legal Officer	, , , , , , , , , , , , , , , , , , , ,	THINDING GIVEO,		
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