

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.

1. CS ID No. (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	VALENZONA		
FIRST NAME	VALERIE	NAME EXTENSION (JR., SR) NONE	
MIDDLE NAME	CIRCULADO		
3. DATE OF BIRTH (mm/dd/yyyy)	8/5/1994	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	BRGY. PANGASUGAN BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521-A
7. HEIGHT (m)	1.65	18. PERMANENT ADDRESS	House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521-A
8. WEIGHT (kg)	67		House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521-A
9. BLOOD TYPE	O	19. TELEPHONE NO.	NONE
10. GSIS ID NO.	CRN-021-3136-2040-6	20. MOBILE NO.	0950 444 1319
11. PAG-IBIG ID NO.	1212-0156-7625	21. E-MAIL ADDRESS (if any)	valeriedcirculado@gmail.com
12. PHILHEALTH NO.	13-025360778-6		
13. SSS NO.	06-4400529-6		
14. TIN NO.	492-053-316-000		
15. AGENCY EMPLOYEE NO.	V001121		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	VALENZONA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ALEMAR	NAME EXTENSION (JR., SR) NONE	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			
FIRST NAME	GEORGE	NAME EXTENSION (JR., SR) NONE		
MIDDLE NAME	SABADO			
25. MOTHER'S MAIDEN NAME				
SURNAME	DABALOS			
FIRST NAME	ROSALINA			
MIDDLE NAME	LAPARA			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	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 / TRADE COURSE	NONE						
COLLEGE	VISAYAS STATE UNIVERSITY (VSU)	BACHELOR OF SCIENCE IN AGRIBUSINESS	06/01/2011	04/22/2015	GRADUATED	2015	VSU ACADEMIC-A SHOLARSHIP
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY (VSU)	MM IN AGRIBUSINESS MANAGEMENT	08/01/2017	continuing	40 UNITS		NONE

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 18, 2022
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[illegible]

## V. WORK EXPERIENCE

[illegible]

**SIGNATURE**

DATE \_\_\_\_\_

November 18, 2022



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

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A				

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)


30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	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. (AGAP), 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

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	COMPUTER LITERATE		NONE		VSU-AdPA
	BUSINESS SKILLS				VSUCC
	DRIVING SKILLS (MOTOR BIKE)				
	GARDENING				
	DANCING				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	November 18, 2022
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