ELEMENTARY HIPUSNGO ELEMENTARY SCHOOL PRIMARY EDUCATION 2001 2006 GRADUATED 2006 WITH HONOR  SECONDARY BAYBAY NATIONAL HIGH SCHOOL HIGH SCHOOL 20016 2010 GRADUATED 2010 VALEDICTORIAN  VOCATIONAL / TRADE COURSE N/A	CS Form No. 212 Revised 2017								
Controlled   Procession   Pro									
Part	concerned.						/criminal case/s	against the	person
PRESTRUME   PASA	READ THE ATTACHED GUIDE	TO FILLING OUT THE PERSONAL DATA SHEE	T (PDS) BEFORE ACCOMPL	ISHING THE	PDS FOR	1 CSID No	78.7503	(Do not	fill up. For CSC use only)
STATE   MARE   DECN			Tri increppinensis. Se ite i res			<u> </u>		(50 110.	in ap. 1 or occ doc only)
MA	2. SURNAME	PASA							
DUTSTREAM   BROY_BISSOND, BAYDAY_LEYTE   Intoler of all disorders the datase   Intoler of all disorders th	FIRST NAME	ELIZABETH					NAME EXTENSION (JR	., SR)	ent of the water property of the
CHINGHED	MIDDLE NAME	DIZON						N/A	
# PRINCE OF BIRTY - BASCING, BATSAY, LETTE # Product of and alcoholing.   Product of and alcoholing.  Product of a		01/15/1994	16. CITIZENSHIP				1 5 100 11		
### Product of and common, Pic Indicate country.    Finder of and common, Pic Indicate country.   Pic	(mm/ad/yyyy)				A HIII	oino L		_	ralization
Sept	4. PLACE OF BIRTH	BRGY., BIASONG, BAYBAY, LEYTE	If holder of dual citizens	ship,			Pls. indicate of		
	5. SEX	☐ Male ☑ Female	please indicate the det	ails.					-
Checks	6 CIVIL STATUS	✓ Single	17. RESIDENTIAL ADDRESS	The state of the s			P	UROK 1 SAG	KAAN
Statistical Column				Ho	use/Block/Lot	No.		1 1717 200 2 15 7 25	
AN ACCOUNT   AN ACCOUNT   AN ACCOUNT   AN ACCOUNT   AN ACCOUNT	The second of the control of the con			St		nge		Barangay	
9 BLOOD TYPE  NIA  10 GSS O NO  200540375  11 PAG-BIGGID NO.  1211-4771-9918  12 PRIMERITY ADDRESS  MR  12 PRIMERITY SHIP OF	7, HEIGHT (m)	1.524 m				ty			
Mode	8. WEIGHT (kg)	40 kg	ZIP CODE				6521		
10. DIGIS D NO   2065-40375	9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	Ho		No.	Р		KAAN
11 PACIFIED IN NO.   1211-1771-9918	10, GSIS ID NO.	2006340375	PROPERTY OF THE PROPERTY OF TH		N/A	216/15/15	MA .	BIASONG	
12 PRIJECTION 12-051454819-1 2P CODE 6521  13 SSS NO. 053712787 19 TELEPHONE NO. NO. NO. 053712787  14 TENNO 22-399-480-000 20 MOBILE NO. 0539031200  15 ACRINIVE PROPER NO. MA 71 EMAL ADDRESS (Flavy) Chromosoff (flower) (chromosoff (flower) (flow	11. PAG-IBIG ID NO.	1211-4771-9918			BAYBAY	STAGE DIEG	aga .	LEYTE	±1 25000001
13. SSS NO. 0537123787 19 TELEPHONE NO. NA  14. TINNO 322-989-980-000 20 MCRILLE NO. 00000051200  15. ACCINITY EMPLOYEE NO. NA  16. PARMILLY BACKGROUND  22. SPOUSES SURVANE PRIST NAME NA  16. PARMILLY BACKGROUND  27. NAME OF THE DEPOSITION (White fall name and laid all) NA  18. PARMILLY BACKGROUND  28. NAME OF THE DEPOSITION (White fall name and laid all) NA  18. PARMILLY BACKGROUND  29. NAME OF THE DEPOSITION (White fall name and laid all) NA  19. PARMILLY BACKGROUND  20. PARMILLY BACKGROUND  21. NAME OF THE DEPOSITION (White fall name and laid all) NA  21. PARMILLY BACKGROUND  22. PARMILLY BACKGROUND  23. NAME OF THE DEPOSITION (White fall name and laid all) NA  24. PARMILLY BACKGROUND  25. PARMILLY BACKGROUND  26. PARMILLY BACKGROUND  27. PARMILLY BACKGROUND  28. PARMILLY BACKGROUND  29. LEVEL  NAME OF SCHOOL (White in Jul) NAME OF SCHOOL (WHITE SCHOOL (WHITE SCHOOL (WHITE SCHOOL (WHITE SCHOOL (WHITE SCHOOL (WHITE SCHOO	12 PHILHEALTH NO	12-051454819-1	7IP CODE		City/Municipali	ty	6521	Province	
14. TIN NO.  322-889-460-000  20. MOBILE NO.  02600831200  15. ACRINY EMPLOYEE NO.  NA.  16. FAMILEY BACKGROUND  22. SYNUME OF SHIPMANE FIRST NAME NIA  NIA  NIA  NIA  NIA  NIA  NIA  NIA									1
15 ACRINOY EMPLOYEE NO.  16 FAMILY BACKGROUND  27 SPOUSE'S SURVAME NIA			19. TELEPHONE NO.				N/A		
THE FAMILY BACKGROUND  22 SPOUSE'S SURVAME NIA  NIA  NIA  NIA  NIA  NIA  NIA  NIA	14. TIN NO.	322-989-480-000	20. MOBILE NO.				09280831200		
22 SPOUSE'S SURNAME PRIST NAME NIA	15. ACENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)			clyo	ung231@gmail.com		
FIRST NAME MIDDLE MAME  MIDDLE NAME  MIDDLE NAME  NIA  NIA  NIA  NIA  NIA  NIA   COCUPATION  NIA  EURISSES ADDRESS  NIA  EURISSES ADDRESS  NIA  FIELEPHONE NO  NIA  ARCIAL  MARCIAL  MA		50							
HISTORIES NAME  NIA  OCCUPATION  NIA  EMPLOYERBUSINESS NAME  NIA  BUSINESS ADDRESS  NIA  TELEPHONE NO  NIA  ARCIAL  NAME EXTENSIONALE  FIRST NAME  MARCIAL  NAME EXTENSION (R. SP)  MODILE NAME  SURNAME  DIZON  FIRST NAME  DIZON  FIRST NAME  MEDUCATIONAL BACKGROUND  ZE  LEVEL  NAME OF SCHOOL  (Write in full)  BASIC EDUCATION DEGREE COURSE  (Write in full)  PRIMARY EDUCATION DEGREE COURSE  (Write in full)  PRIMARY EDUCATIONAL  FIRST NAME  BAYBAY MATIONAL HIGH SCHOOL  PRIMARY EDUCATION  ANA  NAME  NAME  NAME  SECONDARY  BAYBAY MATIONAL HIGH SCHOOL  NIGH SCHOOL  REGISTER  WIGH SCHOOL  FIRST NAME  FIRST NAME  ASSOCIATION  NAME OF SCHOOL  (Write in full)  REDUCATIONAL BACKGROUND  ZE  LEVEL  NAME OF SCHOOL  (Write in full)  REDUCATIONAL BACKGROUND  ZE  LEVEL  NAME OF SCHOOL  (Write in full)  REDUCATIONAL BACKGROUND  ZE  LEVEL  NAME OF SCHOOL  REGISTER  PRIMARY EDUCATION  FIRST NAME  PRIMARY EDUCATION  ANA  NAMINA  NAMINA  NIA  NIA  NIA  N	22. SPOUSE'S SURNAME		NAME EVICTORION (ID. CD)	23. NAME of C	HILDREN (W		nd list all)	DATE OF	BIRTH (mm/dd/yyyy)
COCUPATION NIA  EMPLOYERBUSINESS NAME BUSINESS ADDRESS NIA  TELEPHONE NO NA  ARTHURS SURVAME PASA REST NAME MODULE NAME CALDERON  DIZON PRIST NAME MODULE NAME DIZON PRIST NAME MODULE NAME ASEGENTE  CONDITION ASEGENTA  NAME OF SCHOOL (Write in full)  ELEVEL  NAME OF SCHOOL (Write in full)  RESCHOOL  ELEMENTARY  HIPUSNOG ELEMENTARY SCHOOL RESCHOOL  SECONDARY  BAYBAY NATIONAL HIGH SCHOOL NAME SCHOOL  RECENSOR  BAYBAY NATIONAL HIGH SCHOOL NAME NAME  COLLEGE  UNIVERSITY OF CEBU-BANILAD CAMPUS BACHELOR OF SCIENCE IN ACCOUNTANCY NAME NAME NAME NAME NAME NAME NAME NAME	FIRST NAME	N/A	NAME EXTENSION (JR., SR)		N/A				N/A
EMPLOYERBUSINESS NAME BUSINESS ADDRESS NIA  TELEPHONE NO. NIA  24 FATHERS SURVAME FIRST NAME MIDDLE NAME CALDERON  25 MOTHERS MADEEN NAME SURVAME BUZON FIRST NAME MIDDLE NAME ASEGENTE CONDITION BASIC EDUCATIONAL BACKGROUND  26 LEVEL NAME OF SCHOOL (Write in full) BASIC EDUCATIONOEGREECOURSE (Write in full) BASIC EDUCATIONOEGREECOURSE (Write in full) BASIC EDUCATION DE GREECE OURSE (Write in full) FROM TO	MIDDLE NAME	N/A							
BUSINESS ADDRESS NIA  TELEPHONE NO. NIA  24. FATHERS SURVAME FIRST NAME MIDDLE NAME MIDDLE NAME  SURVAME  DIZON  FIRST NAME MIDDLE NAME  DIZON  FIRST NAME MIDDLE NAME  ASEGENTE  (Continue on separate sheet if necessary)  III. EDUCATIONAL BACKGROUND  ELEMENTARY  HIPUSNOG ELEMENTARY SCHOOL (Write in full)  VOCATIONAL  SECONDARY  BAYBAY NATIONAL HIGH SCHOOL  VOCATIONAL  VOCATIONAL  BAYBAY NATIONAL HIGH SCHOOL  VOCATIONAL  NA  NA  NA  NA  NA  NA  NA  NA  NA	OCCUPATION	N/A							
TELEPHONE NO. N/A  24. FATHERS SURNAME FIRST NAME MIDDLE NAME CALDERON  25. MOTHERS MADEN NAME SURNAME MIDDLE NAME SURNAME PERLITA MIDDLE NAME FIRST NAME PERLITA MIDDLE NAME ASEGENTE  (Confinue on asparate sheet if necessary)  III. EDUCATIONAL BACKGROUND  26. LEVEL NAME OF SCHOOL (Write in full) PERLITA MIDDLE NAME ASEGENTE  (Confinue on asparate sheet if necessary)  III. EDUCATIONAL BACKGROUND  27. PEROO OF ATTENDANCE FIRST NAME PERLITA MIDDLE NAME ASEGENTE  (Confinue on asparate sheet if necessary)  III. EDUCATIONAL BACKGROUND  28. LEVEL NAME OF SCHOOL (Write in full) PRIMARY EDUCATION DECREECTOURSE (Write in full) PEROO OF ATTENDANCE (If not graduated) FIRST NAME PEROO OF ATTENDANCE (If not graduated) PEROO	EMPLOYER/BUSINESS NAME	N/A			7				
24. FATHERS SURNAME MARCIAL INAME EXTENSION (R. SR)  MIDDLE NAME  SURNAME  FIRST NAME  PERLITA  MIDDLE NAME  ASEGENTE  (Continue on separate sheet if necessary)  II. EDUCATIONAL BACKGROUND  26. LEVEL  NAME OF SCHOOL (Write in full)  NAME OF SCHOOL (Write in full)  ELEMENTARY  HIPUSINGO ELEMENTARY SCHOOL PRIMARY EDUCATION  SECONDARY  BAYBAY NATIONAL HIGH SCHOOL  HIGH SCHOOL  FROM  TO  GRADUATED  2006  GRADUATED  2006  GRADUATED  2006  WITH HONOR  SECONDARY  BAYBAY NATIONAL HIGH SCHOOL  NIA  NIA  NIA  NIA  NIA  NIA  NIA  NI	BUSINESS ADDRESS	N/A	-						
FIRST NAME MIDDLE NAME  SURNAME  SURNAME  FIRST NAME	TELEPHONE NO.	N/A							
MIDDLE NAME  SURNAME  DIZON  FIRST NAME  MIDDLE NAME  ASEGENTE  (Continue on separate sheet if necessary)  III. EDUCATIONAL BACKGROUND  26. LEVEL  NAME OF SCHOOL  (Write in full)  ELEMENTARY  HIPUSNGO ELEMENTARY SCHOOL  From To From To GRADUATE  ELEMENTARY  HIPUSNGO ELEMENTARY SCHOOL  SECONDARY  BAYBAY NATIONAL HIGH SCHOOL  VOCATIONAL /  TRADE COURSE  UNIVERSITY OF CEBU-BANILAD CAMPUS  BACHELOR OF SCIENCE IN ACCOUNTANCY  UNIVERSITY OF CEBU-BANILAD CAMPUS  BACHELOR OF SCIENCE IN ACCOUNTANCY  VISAYAS STATE UNIVERSITY  BACHELOR OF SCIENCE IN ACCOUNTANCY  COnfidence on suparate sheet if necessary)  DATE  December 12, 2023	24. FATHER'S SURNAME	PASA							1
SURNAME SURNAME PERLITA  ASEGINTE (Conditions on separate sheet if necessary)  III. EDUCATIONAL BACKGROUND  LEVEL NAME OF SCHOOL (Write in full)  ELEMENTARY HIPUSINGO ELEMENTARY SCHOOL PRIMARY EDUCATION  SECONDARY BAYBAY NATIONAL HIGH SCHOOL HIGH SCHOOL PRIMARY EDUCATION  VOCATIONAL / TRADE COURSE  UNIVERSITY OF CEBU-BANILAD CAMPUS  BACHELOR OF SCIENCE IN ACCOUNTANCY  CONSIDER  NIA NIA NIA NIA NIA  NIA NIA NIA NIA  SIGNATURE  December 12, 2023	FIRST NAME	MARCIAL	NAME EXTENSION (JR., SR)					10	
SURNAME FIRST NAME PERLITA MIDDLE NAME ASEGENTE  Confinue on separate sheet if necessary)  III. EDUCATIONAL BACKGROUND  LEVEL  NAME OF SCHOOL (Write in full)  BASIC EDUCATIONDEGREE/COURSE (Write in full)  PERIOD OF ATTENDANCE (Write in full)  From To GRADUATED  CONDARY  BAYBAY NATIONAL HIGH SCHOOL  HIGH SCHOOL  VOCATIONAL/ TRADE COURSE  UNIVERSITY OF CEBU-BANILAD CAMPUS  BACHELOR OF SCIENCE IN ACCOUNTANCY  VISAYAS STATE UNIVERSITY  BACHELOR OF SCIENCE IN AGRIBUSINESS  DATE  DOES THE CONTINUE OF SCIENCE 12, 2023	MIDDLE NAME	CALDERON							
FIRST NAME MIDDLE NAME ASEGENTE  (Continue on separate sheet if necessary)  III. EDUCATIONAL BACKGROUND  26. LEVEL NAME OF SCHOOL (Write in full) BASIC EDUCATIONADEGREE/COURSE (Write in full) FIRST NAME (Write in full) FROM TO F	25. MOTHER'S MAIDEN NAME								
MIDDLE NAME  ASEGENTE  (Continue on separate sheet if necessary)  NAME OF SCHOOL ((Write in full))  BASIC EDUCATION/DEGREE/COURSE ((Write in full))  From To  From To  GRADUATE  BAYBAY NATIONAL HIGH SCHOOL  HIGH SCHOOL  VOCATIONAL / TRADE COURSE  UNIVERSITY OF CEBU-BANILAD CAMPUS  BAYBAY BACHELOR OF SCIENCE IN ACCOUNTANCY  BAYBAY STATE UNIVERSITY  BACHELOR OF SCIENCE IN AGRIBUSINESS  N/A  N/A  N/A  N/A  N/A  N/A  N/A  N	SURNAME	DIZON							
LEVEL   NAME OF SCHOOL (Write in full)   BASIC EDUCATION/DEGREE/COURSE (Write in full)   PERIOD OF ATTENDANCE (If not graduated)   PERIOD OF ATTENDANCE (Write in full)   PE	FIRST NAME	PERLITA							
26. LEVEL NAME OF SCHOOL (Write in full)  BASIC EDUCATION/DEGREE/COURSE (Write in full)  PERIOD OF ATTENDANCE UNITS EARNED (If not graduated) From To To GRADUATE  ELEMENTARY  HIPUSINGO ELEMENTARY SCHOOL  PRIMARY EDUCATION  PRIMARY EDUCATION  2001 2006 GRADUATED 2006 WITH HONOR  SECONDARY  BAYBAY NATIONAL HIGH SCHOOL  VOCATIONAL / TRADE COURSE  UNIVERSITY OF CEBU-BANILAD CAMPUS  BACHELOR OF SCIENCE IN ACCOUNTANCY  VISAYAS STATE UNIVERSITY  BACHELOR OF SCIENCE IN AGRIBUSINESS  N/A  N/A  N/A  N/A  N/A  N/A  N/A  N						(Continue on	separate sheet if ne	cessary)	and the second
ELEMENTARY HIPUSNGO ELEMENTARY SCHOOL PRIMARY EDUCATION 2001 2006 GRADUATED 2006 WITH HONOR RECEIVED (Write in full)  SECONDARY BAYBAY NATIONAL HIGH SCHOOL HIGH SCHOOL 20016 2010 GRADUATED 2010 VALEDICTORIAN VOCATIONAL/ TRADE COURSE  UNIVERSITY OF CEBU-BANILAD CAMPUS BACHELOR OF SCIENCE IN ACCOUNTANCY 2010 2010 UNITS EARNED N/A	III. EDUCATIONAL BACKG	ROUND							
ELEMENTARY HIPUSNGO ELEMENTARY SCHOOL PRIMARY EDUCATION  SECONDARY BAYBAY NATIONAL HIGH SCHOOL HIGH SCHOOL  N/A  N/A  N/A  N/A  N/A  N/A  N/A  N/	26. LEVEL			E/COURSE			UNITS EARNED	GRADUAT	ACADEMIC HONORS
VOCATIONAL / TRADE COURSE  N/A  N/A  N/A  N/A  N/A  N/A  N/A  N/	ELEMENTARY	HIPUSNGO ELEMENTARY SCHOOL	PRIMARY EDUCATION				GRADUATED	2006	WITH HONOR
TRADE COURSE    VINIVERSITY OF CEBU-BANILAD CAMPUS   BACHELOR OF SCIENCE IN ACCOUNTANCY   2010   2010   2010   2010   2010   2010   2015   201	SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	HIGH SCHOOL		20016	2010	GRADUATED	2010	VALEDICTORIAN
COLLEGE  VISAYAS STATE UNIVERSITY  BACHELOR OF SCIENCE IN AGRIBUSINESS  2011  2015  GRADUATED  2015  NONE  GRADUATE STUDIES  N/A  N/A  N/A  N/A  N/A  N/A  N/A  N/		N/A	N/A		N/A	N/A	N/A	N/A	N/A
GRADUATE STUDIES  NIA  NIA  NIA  NIA  NIA  NIA  NIA  NI	COLLEGE	UNIVERSITY OF CEBU-BANILAD CAMPUS	BACHELOR OF SCIENCE IN ACCOUNTANCY		2010	2010	UNITS EARNED	N/A	N/A
SIGNATURE  Continue on separate sheet if necessary)  DATE  December 12, 2023		VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN AGE	RIBUSINESS	2011	2015	GRADUATED	2015	NONE
SIGNATURE December 12, 2023	GRADUATE STUDIES			The Market Section of the Control of		N/A	N/A	N/A	
DOMING 12, 2020	CICNATURE	1	(Continue on separate sheet if nec	essary)	Parities.			9351	Lunia
CS FORM 212 (Revised 2017), Page 1 d	SIGNATURE	475			D	ATE	1	-	

SPECIAL LAWS CEST CEST BARANGAY ELGIBILITY / DRIVER'S LICENSE  (If Applicable)  CONFERMENT  NUMBER  NU	7. CARE		080 (BOARD/ BAR) UNDER	RATING	DATE OF				LICENSE (if ap	plicable)
CARREER SERVICE PROFESSIONAL ELIGIBILITY  8 4.25  AUGUST 07,2022  EVYTE NATIONAL HIGH SCHOOL, TACLOBAN CITY  NUA  NA  NA  NA  NA  NA  NA  NA  NA  N	BAI				EXAMINATION / CONFERMENT	PLACE OF EXAMIN	NATION / CONFERN	IENT	NUMBER	Date of Validity
PROTECTIVE ADMINISTRATIVE AIDE II  ACCOUNTING FOR THE MINERAL PROTECTION OF THE MINERAL PROTECTI	CAREER S				AUGUST 07,2022	LEYTE NATIONAL HIGH	SCHOOL, TAC	LOBAN CITY	N/A	N/A
Received year of the study of decentary of the study of the study of the study of decentary of the study of t										
B			it. Start from your recent				ed Work Experie	nce sheet.		
ACCOUNTING OFFICE, VIBANYAS STATE   14,877.96   SG-3   CASUAL   UNIVERSITY   UNIVERSITY   13,274.80   NO.NE   JOB ORDER   JO	8. INCLU	USIVE DATES im/dd/yyyy)	POSITION TI	TLE	DEPARTMENT / AG	SENCY / OFFICE / COMPANY		SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/		GOV'T SERVICE (Y/ N)
MINISTRATIVE AIDE   OFFICE OF THE HAD A COUNTING   0,000,00   NONE   JOB ORDER   12,000,000   12,000,000   NONE   JOB ORDER   12,000,000   NONE   JOB ORDER   12,000,000   NONE   JOB ORDER   12,000,000   NONE   JOB ORDER   12,000,000   NONE   PERMANENT   NONE   N			ADMINISTRATIV	E AIDE III			14,677.96	SG-3	CASUAL	Υ
12/02/2020   CUSTOMER SERVICE ASSOCIATE   WIPRO PHILIPPINES INC., CEBU, PHIL.   16,000.00   NONE   PERMANENT	1/01/2023	07/09/2023	ADMINISTRATIV	E AIDE III	ACCOUNTING O	OFFICE, VISAYAS STATE NIVERSITY	13,274.80	NONE	JOB ORDER	Y
	13/10/2021	12/31/2022	ADMINISTRATIV	/E AIDE I			9,961.20	NONE	JOB ORDER	Υ
(Continue on separate sheet if recessary)	06/18/2015	12/02/2020	CUSTOMER SERVICE	E ASSOCIATE	WIPRO PHILIPF	PINES INC., CEBU, PHIL.	16,000.00	NONE	PERMANENT	N
(Continue on separate sheet if necessary)										
(Continue on separate sheet if necessary)										
(Continue on separate sheet if necessary)				Λ				2	The state of the s	
		199		$H_{\mathcal{D}}$	(Continue on separate sh	eet if necessary)				

	NAME & ADDRESS OF ORGANIZATION INCLUSIVE DATES (Write in full) (Mrite in full) (mm/dd/yyyy) NUMBER OF HOURS			POSITION / NATURE OF WORK		
		From	То	N/A	N/A	
1		N/A	N/A	N/A	N/A	
			1			
		-	-	-		
		ontinue on separat	s chaet if naceses	nv)		
. LEARNING AND DEVELOPMENT (L&L		NAME AND ADDRESS OF TAXABLE PARTY.	SALES OF THE OWNER, WHEN THE PARTY OF THE PA	• 77		
TITLE OF LEARNING AND DEVELOPMENT IN	TEDVENTIONS TRAINING PROCRAMS		E DATES OF	1 20 100 0	Type of LD ( Managerial/	CONDUCTED/ SPONSORED BY
Write in fi		(mm	/dd/yyyy)	NUMBER OF HOURS	Supervisory/ Technical/etc)	(Write in full)
G-IBIG FUND EMPLOYERS' AND FUND COORD	INATORS' EORIIM	From 11/28/2023	To 11/28/2023	4 HOURS	TECHNICAL	PONGOS HOTEL, ORMOC CITY, LEYTE
					TRAINING TECHNICAL	COA RO No. VIII, Candahug, Palo, Leyte
COUNTING FOR NON-ACCOUNTANTS TRAININ		10/23/2023	10/26/2023	32 HOURS	TRAINING	
D 9001:2005 AWARENESS/RE-AWARENESS WE	BINAR	08/29/2023	08/29/2023	8 HOURS	TRAINING	Visayas State University, Visca, Baybay, Leyte
ENTAL HEALTH WELLNESS SEMINAR		04/25/2023	04/25/2023	4 HOURS	SOFT-SKILLS DEVELOPMENT	RDE HALL, VSU, Baybay City, Leyte
0 9001:2005 AWARENESS/RE-AWARENESS SEI	MINAR	08/30/2022	08/31/2022	16 HOURS	QUALITY TRAINING	RDE HALL, VSU, Baybay City, Leyte
ANDS-ONLY CARDIOPULMONARY RESUSCITAT	TION	07/21/2022	07/22/2022	16 HOURS	SAFETY TRAINING	Visayas State University, Visca, Baybay, Leyte
ATA PRIVACY ACT OF 2012 AWARENESS SEMII	NAR	04/07/2022	04/07/2022	8 HOURS	QUALITY TRAINING	Visayas State University, Visca, Baybay, Leyte
ALAM: CREATIVE FORMS AND NARRATIVES	OF THE CONTEMPORARY	03/09/2022	03/09/2022	8 HOURS	TEAM	INSTITUTE OF HUMAN KINETICS - VSU
					TRAINING	4
		200	4			1. A.S
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		+	-	-		
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A SUMMER STATE						The state of the s
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	7385A2860	1970 17				FR021134
	1-1-2022		S LABAI			CONTROL STATE
		Continue on separa	ate sheet if necess	sary)	460	
/III. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DIS ()	STINCTIONS / REG Write in full)	COGNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
COMMUNICATION SKILLS	TOP AGENT FOR THE	MONTH OF MA	RCH FY20 - W	IPRO CEBU, PH	LIPPINES	N/A
COMPUTER SKILLS	TOP AGENT PERFO					the second secon
COMPOTER GRIEG	TOP AGENT FOR THE N					
	TOP NPS PERFORME					100000
*	OUTSTANDING PERI					1
	TOP NPS CONTRIBUTO					
The second secon	TOP NPS CONTRIBUTO	OR/OUTSTAND!	NG PERFORM	ANCE WB JUNE	18 - WIPRO	and the same of the same of
TONGE SEE THE TRACK WE		med -				The same of
<u> </u>						
	- A - A	A Transfer				
		(Continue on sepa	rate sheet if nece	ssary)	DATE	12/12/2023

34.	Are you related by consanguinity or affinity to the appointing or chief of bureau or office or to the person who has immediate su Bureau or Department where you will be apppointed,	, , ,	
	a. within the third degree?		YES V NO
	b. within the fourth degree (for Local Government Unit - Career	YES NO	
	b. Willim the fourth degree (for 2004) Coroniment Cine Caron	Limple y cocy .	If YES, give details:
35.	a. Have you ever been found guilty of any administrative offense	e?	☐ YES ☑ NO
			If YES, give details:
	b. Have you been criminally charged before any court?		YES NO
	b. Have you been diffillially draiged before any count		If YES, give details:
			Date Filed:
			Status of Case/s:
36.	있다. 이 발생하고 있는 ^ 1.15에 1.5 이 발생이 1.15 인생이 1.15 인생님	aw, decree, ordinance or regulation by	YES V NO
	any court or tribunal?		If YES, give details:
37.	Have you ever been separated from the service in any of the fo		YES V NO
	dropped from the rolls, dismissal, termination, end of term, finish	hed contract or phased out (abolition) in	If YES, give details:
	the public or private sector?	1. 11. 20 2. 0. 1. (/	
38.	<ul> <li>a. Have you ever been a candidate in a national or local election</li> <li>Barangay election</li> </ul>	n held within the last year (except	YES VO
			If YES, give details:
	b. Have you resigned from the government service during the t		YES VIO
	election to promote/actively campaign for a national or local car		If YES, give details:
39.	Have you acquired the status of an immigrant or permanent res	sident of another country?	YES NO
			If YES, give details (country):
40	Discount to (a) Indianasa Danalala Ant/DA 0274); (b) Managa	Code for Dischlad Demans (DA 7077)	
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna and (c) Solo Parents Welfare Act of 2000 (RA 8972), please ar		
a.	Are you a member of any indigenous group?	and the state of t	T YES 7 NO
			If YES, please specify:
b.	Are you a person with disability?		☐ YES ☑ NO
C.	Annual and annual 2		If YES, please specify ID No:
	Are you a solo parent?		☐ YES ☑ NO If YES, please specify ID No:
-	DESCRIPTION OF THE PROPERTY OF		
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /app	T	
_	NAME	ADDRESS	TEL. NO.
L	NICK FREDDY R. BELLO	VISAYAS STATE UNIVERSITY	9353256803
	CECILE ORTIZ	CEBU CITY	9229022903
	JEZIEL ELA O. SAYCON	LABANGON, CEBU CITY	9070517473
42.	I declare under oath that I have personally accomplished this I	Personal Data Sheet which is a true, corr	ect and complete
	statement pursuant to the provisions of pertinent laws, rules an	d regulations of the Republic of the Philip	pines. I authorize
	the agency head/authorized representative to verify/validal misrepresentation made in this document and its attachment		agree that any
	against me.	its snall cause the filing of administrative	e/cnminal case/s
H			COLOR DE DECEMBER DE LA COLOR
	Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's License, etc.)	10	
Ιħ	PLEASE INDICATE ID Number and Date of Issuance		
lŀ	Government Issued ID: PASSPORT	(0)	
	D/License/Passport No.: P6126008B	Signature (Sign inside the	box)
	Date/Place of Issuance: 01/19/2021 -DFA TACLOBAN	12/12/2023	
上		Date Accomplished	Right Thumbmark
	SUBSCRIBED AND SWORN to before me this	9 DEC 2003	g his/her validly issued government ID as indicated above.
		Marin.	
		ATTY, RYSAM C. GUINOCOI	
		VSU Chief Legal Officer	41.
		Person Administering Oa	un

## **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: July 10, 2023 Present
- Position: Administrative Aide III (Casual)
- Name of Office/Unit: VSU-ACCOUNTING OFFICE
- Immediate Supervisor: Nick Freddy R. Bello
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY
- List of Accomplishments and Contributions (if any):
- Summary of Actual Duties:
  - o Prepares and generates report of agency remittances from payroll.
  - o Prepares/Consolidates Tax Remittance Advice (TRA) within mandated time.
  - o Remit compensation, documentary stamp and honorarium taxes monthly
  - o Prepares tax remittances of suppliers and remit them monthly according to fund type.
  - Prepares consolidated monthly report of tax remittances according to fund type and forward them to designated fund in-charge.
  - Prepares monthly consolidated remittance list to various agencies (Philhealth, Pag-IBIG, GSIS, VSUCC, VSU-FA, Philam, Globe, and etc.)
  - o Prepares disbursement vouchers for remittances to different agencies.
  - Prepares Obligation Request and Status (ORS) or Budget Utilization Request and Status (BURS).
  - o Monitors and encodes entries of employees BIR remittances for JANNOV report.
  - Assist colleagues and performed other assigned tasks.

- Duration: January 1, 2023 July 9, 2023
- · Position: Administrative Aide III
- Name of Office/Unit: VSU-ACCOUNTING OFFICE
- Immediate Supervisor: Nick Freddy R. Bello
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY
- · List of Accomplishments and Contributions (if any):
- Summary of Actual Duties:
  - o Posts the following payments/payrolls in their individual subsidiary ledgers:
    - 1. Job Order payrolls under GF, STF, IGP, PCC and 101T Projects;
    - 2. Student assistants' payrolls, scholars and GTA;
    - 3. Casual and contractual employee payrolls.
  - Prepares monthly list of Job Order and Casual tax deductions for remittance;
  - Prepares summary list of deductions (CONSOL, Pag-ibig, Philhealth, VSUCC and other loans);
  - o Prepares monthly Job Order, Part-Timer and Casual/Contractual Pag-ibig Remittances
  - Assist in processing Job Order payrolls (pre-audit and accounting entries)
  - o Print certifications for staffs and faculties with no financial accountability in the office.

- Duration: October 13, 2021 December 31, 2022
- Position: Administrative Aide I
- Name of Office/Unit: VSU-ACCOUNTING OFFICE
- Immediate Supervisor: Nick Freddy R. Bello
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY
- Summary of Actual Duties:
  - In-charge in the electricity and miscellaneous accounts for the first two months in the office.
  - Given a different role and was then in-charge in posting the following payments/payrolls in their individual subsidiary ledgers:
    - 1. Job Order payrolls under GF, STF, IGP, PCC and 101T Projects.
    - 2. Student assistants' payrolls, scholars and GTA.
    - 3. Casual and contractual employee payrolls.
  - o Prepares monthly list of Job Order and Casual tax deductions for remittance.
  - Prepares summary list of deductions (CONSOL, Pag-ibig, Philhealth, VSUCC and other loans).
  - o Prepares monthly Job Order, Part-Timer, and Casual/Contractual Pag-ibig Remittances.
  - Assist in processing Job Order payrolls (pre-audit and accounting entries)
  - o Print certifications for staffs and faculties with no financial accountability in the office.
- Duration: June 18, 2015 December 3, 2020
- · Position: Customer Service Associate
- · Name of Office/Unit: WIPRO Philippines Inc., Cebu City
- Immediate Supervisor: Hurricane Norteza
- Name of Agency/Organization and Location: WIPRO Philippines Inc., Cebu City
- Summary of Actual Duties:
  - Answers escalated cases, analyze, and provide accurate documentation and investigation in every customer's interaction.
  - Maintain good relationship with customers by answering business emails and doing outbound calls concerning with their accounts query and issues when resolved.
  - Assist clients/customers on their online purchases/orders payments using their credit cards/visa cards.
  - Checks order shipping, delivery, and in-store pick-up status to make sure that items purchased are shipped/delivered and picked-up on time.
  - Assist in purchase returns & exchanges.
  - Offers price match guarantee on online and in-store purchases to be compared to other competitors.
  - Process refunds whenever accounts have been fraudulently used in an online and in-store purchases.
  - Answers inbound calls and forward them to the correct department to get proper assistance.
  - Generate reports related to team's performance and perform audit on cases handled by team members.
  - Assist team members on their escalated concerns when Supervisor is not around and do coaching if necessary.

ELIZABETH D. PASA (Signature over Printed Name of Employee/Applicant)

Date: December 12, 2023