

36 years old  
Purok 5, Brgy. Gabas  
Baybay City, Leyte  
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E-mail address: [tommy.valenzona30@gmail.com](mailto:tommy.valenzona30@gmail.com)



## PERSONAL INFORMATION

Birthdate	:	May 30, 1987
Birthplace	:	Baybay City, Leyte
Sex	:	Male
Nationality	:	Filipino
Civil Status	:	Married

## EDUCATIONAL BACKGROUND

Secondary:	<i>Alternative Learning System (Baybay)</i> Baybay City, Leyte	2010
Primary:	<i>Gabas Elementary School</i> Brgy. Gabas, Baybay City, Leyte	1995 - 2000

## SKILLS

**Technical Skills:** Electrical Wiring, Maintenance Services

**Other Skills** : Driving, Messengerial

## JOB EXPERIENCE

<b>Utility/Messenger</b> <i>Visayas State University (MIS) –Baybay City, Leyte</i> <ul style="list-style-type: none"><li>● Performs messengerial task assigned by superior.</li><li>● Facility cleaning and grounds maintenance</li><li>● Perform other tasks as ordered by the superior.</li></ul>	July 2021 - Present
<b>Utility/Messenger</b> <i>Visayas State University (DCST) –Baybay City, Leyte</i> <ul style="list-style-type: none"><li>● Laboratory cleaning and grounds maintenance</li><li>● Performs messengerial task assigned by superior.</li><li>● Perform other tasks as ordered by the superior.</li></ul>	May 2017 - June 2021
<b>Farm Worker</b> <i>Visayas State University (Eco-Farmi) –Baybay City, Leyte</i> <ul style="list-style-type: none"><li>● Maintains cleanliness in the farm.</li><li>● Perform other duties ordered by the superior.</li></ul>	May 2016 - December 2017

## SEMINARS AND TRAININGS ATTENDED

**Title :** LANDSCAPE TRAINING  
**Venue :** VSU, Baybay City Leyte  
**Date :** June 15, 2023

**Title :** ELECTRICAL WIRING SYSTEM REPAIR AND MAINTENANCE  
**Venue :** VSU, Baybay City Leyte  
**Date :** April 13, 2023 – June 24, 2023

**Title :** NC2 BARTENDING  
**Venue :** Baybay City Leyte  
**Date :** May 6, 2011 -July 20, 2011

## CHARACTER REFERENCES

### TONI MARC DARGANTES

Administrative Assistant  
Head of Planning Office  
Contact Number: 09983286945

### MAGDALENE C. UNA JAN

Dept. Head  
Dept. Computer Science and Technology, VSU  
Contact Number: 1122

### LOUELLA CHAN AMPAC

Director of Finance  
Visayas State University  
Contact Number: 09175423297

### RANDY VALENZONA

Administrative Aide  
Dean of Students Office  
Contact Number: 09066219711