

CURRICULUM VITAE

PERSONAL INFORMATION:

- Name: Darlyn C. Llanos
- Address: Brgy. Hinaguimitan, Mahaplag, Leyte-6512
- Email address: ayingllanos@gmail.com
- Cellphone number: 0916-144-6257
- Date of Birth: February 11, 1995
- Place of Birth: Brgy. Hinaguimitan, Mahaplag, Leyte-6512
- Nationality: Filipino
- Gender: Female
- Marital Status: Married
- Spouse's Name: Alfredo W. Dejaño Jr.
- Child's name: Zemirah Zayne L. Dejaño

WORKING EXPERIENCES:

- **Utility Worker**
Bureau of Customs, Sub-Port of Isabel, Leyte (April 1, 2015- December 31, 2015)
- **Administrative Aide**
Bureau of Customs, Sub-Port of Isabel, Leyte (January 1, 2016-December 31, 2017)
- **Administrative Services Aide**
Bureau of Customs, Sub-Port of Isabel, Leyte (January 1, 2018-October 18, 2019)
- **Administrative Aide I**
Bureau of Customs, Sub-Port of Isabel, Leyte (October 23, 2019-March 11, 2022)
- **Administrative Officer I**
Bureau of Customs, Sub-Port of Isabel, Leyte (March 14, 2022 – Present)

EDUCATIONAL BACKGROUND:

- **Master of Management (With Thesis)**
Palompon Institute of Technology, Palompon, Leyte (January 2020 – May 2025)
- **Bachelor of Science in Shipping Management**
Palompon Institute of Technology, Palompon, Leyte (2011 – 2015)
- **Secondary Education**
Mahaplag National High School, Brgy. San Isidro, Mahaplag, Leyte (2007 – 2011)
- **Primary Education**
Mahaplag Central School, Poblacion, Mahaplag Leyte (2001 – 2007)

DESIGNATIONS HELD:

- **Human Resource (HR) Officer**
Bureau of Customs, Sub-Port of Isabel, Leyte (July 17, 2023- Present)
- **Member, Bids and Awards Committee (BAC)**
Bureau of Customs, Sub-Port of Isabel, Leyte (March 13, 2023- February 20, 2025)
- **Acting Cashier**
Bureau of Customs, Sub-Port of Isabel, Leyte (July 27, 2022- Present)

- **Acting Property Custodian**
Bureau of Customs, Sub-Port of Isabel, Leyte (June 23, 2022- February 20, 2025)
- **Assessor, Liquidation and Billing Unit (LBU)**
Bureau of Customs, Sub-Port of Isabel, Leyte (April 7, 2022- Present)
- **Customer Service Officer, Customs Customer Care Center**
Bureau of Customs, Sub-Port of Isabel, Leyte (March 8, 2021- Present)
- **Entry Processor, Entry Processing Unit (EPU)**
Bureau of Customs, Sub-Port of Isabel, Leyte (July 21, 2020-December 31, 2022)

TRAINING & SEMINARS ATTENDED:

- Implementing Gender Equality and Inclusion in Customs – 2023 (1.3 hr.)
- Gender Equality in Customs – 2023 (hrs.)
- First Aid and Basic Life Support – 2023 (24 hrs.)
- BOC Information Security – 2023 (24 hrs.)
- Training for Budget Execution, Procurement and Disposal of Government Property– 2023 (24 hrs.)
- Orientation on the Drug-Free Workplace Program for the Government – 2022 (2 hrs.)
- Seminar on Gender and Development Related Topics – 2022 (4 hrs.)
- Basic Course on General Administration Batch 1-2021 – 2021 (80 Hrs.)
- Governance Culture Code (1 hr.)
- Values Transformation Program – 2020 (5 hrs.)
- Learning Session on the Overview of the Bureau of Customs Job Order Personnel – 2017 (8 hrs.)
- Cascading on 5S Methodology (Good Housekeeping) – 2016 (4 hrs.)

CERTIFICATES OF COMMENDATION:

- Certificate of Commendation in invaluable contribution to Port of Tacloban's commendable performance from January 2024 to June 2024
- Certificate of Commendation in invaluable contribution to Port of Tacloban's commendable performance for the month of July 2022

POST GRADUATE THESIS:

- "Management Styles and Organizational Climate on Employee's Job Satisfaction"

CIVIL SERVICE ELIGIBILITY:

- Career Service Professional – August 4, 2019 (Rating: 80.90%)
- Career Service Sub-Professional – October 14, 2018 (Rating: 80.98%)

INTERESTS:

- Learning new skills and knowledge
- Meeting and knowing people from different culture
- Writing books
- Learning and honing playing musical instruments
- Working smart
- Keep work-life balance