PERSONAL DATA SHEET



Print legibly. Mark app	ropriate boxes w	rith " ☑ " and u	se sep	arate sheet if r	necessary.					TAN	
1. SURNAME	R U 1 Z	1111	1		1 1 1	11			1 1 1	ı	
FIRST NAME	MIYIRIAII	1 1 1 1 1	1	1 1 1	1 1 1	1 1	1 1	1 1 1	1 1 1	1 1 1 1	
MIDDLE NAME	MIIILILIE	Z A	1	1 1 1 1	1 1 1	1 1	2. NAME E	XTENSION (e.g. Jr.	, Sr.)		
3. DATE OF BIRTH (08/29/1976				11. PRESENT ADDI	RESS	GABAS, E	AYBAY	CITY, LEYTE			
4. PLACE OF BIRTH	STA. CRUZ, METRO M	ANILA									
5. SEX	Male Femal										
6. CIVIL STATUS	Single Wide	Single Widowed			12. ZIP CODE			6521			
	☐ Married ☐ Sepa	13. TEL. NO./CEL. NO.		0975-732-1363							
	Annulled	14. PHILHEALTH NO.			326824484						
7. CITIZENSHIP	FILIPINO	9. WEIGHT (kg)	58kg.		.o.	473-532-303-000					
8. HEIGHT (m)	5'1"	10. BLOOD TYPE	AB+	16. PAG-IBIG ID NO.							
7. SPOUSE'S SURNAME		IO. BLOOD TIPE	AD+				1212-0522-2405				
	MILLEZA			LD (Write full name and list all)			DATE OF BIRTH (mm/dd/yyyy)				
FIRST NAME	EDWIN	Mary Joyce R. Milleza				8/16/96					
MIDDLE NAME				Kenneth Carl R. Milleza				02.11.1999			
19. HIGHEST EDUCATIONAL ATTAINMENT (Please check and underline the specific)		[] Elementary (Grade / Graduated			Tricia Mae R. Milleza				04.03.2002		
		[] High School (1st, 2			Khaycee R. Milleza			06.02.200		.02.2004	
		[V] College (1st, 2nd, 3rd, 4th, Graduated) Others: 2 yrs. Computer Secretarial Course			Maria Rhyza R. Milleza			08.09.2011			
0. CAREER SERVICE ELI	GIBILITY	Professiona	1 /	Sub-Professi	onal		Others,	Specify:			
WORK EXPERIENCE INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)			DEPARTMENT / AGENCY / OFFICE COMPANY /PROJECT (Write in full)			SALARY (Daily or Monthly)	STATUS OF APPOINTMENT (Perm/Temp/ Job Order)	GOV'T SERVICE (Yes / No)	
From anuary 01, 2023	To Present	Clerk (dDRC)			Progurament Office			500 4014			
uly 1, 2020				Procurement Office			603.40/day	J.O.			
	Dec. 31, 2022	Clerk (AdDRC)		Procurement Office			563.40/day	J.O.			
lay 22, 2017	July 1, 2020 Dec. 31, 2018	BAC Assistant CAS Clerk		BAC Secretaria			460.00/day		J.O.		
une 23, 2016	May 21, 2017	Laboraory-aide I		College of Arts		s or scienc					
2.					DoPAC cy (Please check)			240.00/day	J.O.		
SPECIAL SKILLS		Highly Skille	d		Average		Fair		REMARKS		
Computer skills				7							
Communication skills				/				-			
Management skills				1							
23. RELEVANT TRAININGS SEMINAR/WORKSHOP ATTENDED (Write in full)		INCLUSIVE DATES OF AT (mm/dd/yyyy)			NUMBER OF HOURS			CONDUCTED/ SPONSORED BY		-D BY	
		From		То	NOMBER OF	risons		(Write in full)			
Orientation of Guidelines and Procedures on Processes/Services of the Office under ASO		February 23, 2024	Febru	eary 23, 2024	8		Visayas State University				
The 5S Revolution for Clerks and Heads		November 29, 2023	November 29, 2023		8		Visayas State University				
SO 9001:2015 Awareness/ Re-awareness Seminar		August 29, 2023	August 29, 2023		9		Visayas State University				
RA 9184 Government Procurement Act		August 22, 2023	August 24, 2023		24 G		GPPB/TS	GPPB/TSO			
Orientation/Re-orientation of Duties and Responsibilities of dDrc, AdDRC, and Cascading Documents and Records Control, Procedure Manuals and Guidelines		September 7, 2022	September 7, 2022		8		Visayas State University				
ISO 9001:2015 Awareness/ Re-awareness Seminar		August 30, 2022	August 31, 2022		16	16 Visaya		yas State University			
Virtual Training on RA 9184 and its Revised Implementing Rules and Regualtions		May 3, 2021	May 7, 2021		120		GPPB/TSO				
I hereby declare that th pertinent laws, rules an	is Personal Data Shee d regulations of the Re	et has been accomepublic of the Phil	plishe	d by me, and is	s a true, corre	ct and co	mplete	statement pur	rsuant to the	provisions of	
24. COMMUNITY TAX CERTIFICA	ATE NO: <u>09447335</u> ISSUED AT	BAYBAY CITY, LEYTE IS	SSUED O								
SIGNATURE:	18	DATE ACCOMPLISHED	: (mm/dd/	(1)	5 2024						