

**LEOPOLDO S. ESCALA JR.**

Brgy. Jaena Baybay City, Leyte

Mobile # : +639639629709

Email: [leopoldo.escala@vsu.edu.ph](mailto:leopoldo.escala@vsu.edu.ph)**PERSONAL DATA**

|                |   |                    |
|----------------|---|--------------------|
| Date of Birth  | : | March 28, 1982     |
| Place of Birth | : | Baybay City, Leyte |
| Civil Status   | : | Married            |
| Citizenship    | : | Filipino           |
| Religion       | : | Christian          |
| Height         | : | 1.68m              |
| Weight         | : | 80 kgs             |

**EDUCATIONAL BACKGROUND**

|            |   |  |
|------------|---|--|
| Elementary | : | Jaena Elementary School<br>Brgy. Jaena, Baybay City, Leyte<br>1988-1994  |
| Secondary  | : | Baybay National High School<br>Baybay City, Leyte<br>1994-1998   |
| College    | : | Visayas State University<br>Visca, Baybay City, Leyte<br>Bachelor of Science in Agriculture<br>Undergraduate (1998-2003)<br>170 units earned |

**EMPLOYMENT HISTORY**

**Administrative Aide IV** - Permanent (January 2022-present)  
Procurement Office- VSU, Visca, Baybay City, Leyte

**Administrative Aide III** – Permanent (May 16, 2018 – December 2021)  
Supply and Property Office- VSU, Visca, Baybay City, Leyte

**Administrative Aide III** – Casual (October 2, 2017 – May 15, 2018)  
IGPO- VSU, Visca, Baybay City, Leyte

**CLERK**- Job Order (April 1, 2014 – September 30, 2017)  
CME- VSU, Visca, Baybay City, Leyte

**UTILITY/MESSENGER** – Job Order(July 1, 2011 – March 31, 2014)  
CME- VSU, Visca, Baybay City, Leyte

**SKILLS**

Computer literate, excellent in Microsoft Office (MS Word, Ms Excel, PowerPoint)  
Works with a sense of responsibility and minimal supervision  
Excellent communication and interpersonal skills