CS Form No. 212 Revised 2017	PERSONAL DATA SHEET										
WARNING: Any misrepresenta	ntion made in	the Personal Data	Sheet and th	e Work Experience Sheet s	hall cause the	filing of ad	ministrative	/criminal case/s	egainst the po	erson	
concerned. READ THE ATTACHED GUIDE Print legibly. Tick appropriate boxes	TO FILLING	OUT THE PERSON	AL DATA SH	EET (PDS) BEFORE ACCOM	IPLISHING TH					or CSC use only	
PERSONAL INFORMATIO				· · · · · · · · · · · · · · · · · · ·	E 1490	augesta	90090		MANUFACTOR .		
2. SURNAME	REDULLA	-							F -		
FIRST NAME	MARIANNE GRACE										
MIDDLE NAME	HERMOSIL	LA									
3. DATE OF BIRTH (mm/dd/yyyy)	10/09/1993			16. CITIZENSHIP If holder of dual citizenship, please indicate the details.		☑ Filipino ☐ Dual Ottzenship ☐ by birth Pls. indicate o			by naturalization		
4. PLACE OF BIRTH	MANILA										
5. SEX	☐ Male		Female	please indicate the d	etais.						
6 CIVIL STATUS	✓ Single	Baltigo encorporation and the second	Married	17. RESIDENTIAL ADDRESS	Hou	House/Block/Lot No.		P. 0	P. GONZALES ST. Street ABGAO Barangay		
YEAR MARKETALE	☐ Widow	_	Separated								
7. HEIGHT (m)	2 11 12 18 10 12 18 18 18 18 18 18 18 18 18 18 18 18 18	1.52		1		bdivision/Villag		SOU	SOUTHERN LEYTE		
	6.90	00 102 90	io un servic	ZIP CODE	c	ity/Municipality	- 107 AUTO	6600	Province	F 12.15	
8. WEIGHT (kg)	640	-	BIVISION OF	18. PERMANENT ADDRESS	16c			A.S.3121	GONZALES ST.		
9. BLOOD TYPE	£-10	POLENE ABOUT		MAASSI CITY	Hou	ise/Block/Lot N	O.	LOCATE LA	Street		
10. GSIS ID NO.	9-80	2005091702	NO MOISIVIO	ARTMENT OF EDUCATION - MASSIN CITY	Chapter 1	bdivision/Village		- day	ABGAO Barangay	- 2001014	
11. PAG-IBIG ID NO.	4.00	121119234960	DEVISION OF	WASTIMERS OF EDITICATION -	-	ASIN CIT	Y	SOUT	THERN LEYTE Province		
12. PHILHEALTH NO.	69-2	13-025208228-0	40 Иовіма	VIID MARAM	10	2.143	ing King	6600	ego ty i stor e tt		
13. SSS NO. THE SMALKES TO	68-2	06-3534529-5	DIVISION OF	19. TELEPHONE NO.	10			N/A	Heart Comment		
14. TIN NO.	7-80	451-251-040	30 AURIVIO	20. MOBILE NO.	BO DE	+639272471732				a	
15. AGENCY EMPLOYEE NO.	1-70	6298092	DIVISION OF	21. E-MAIL ADDRESS (if any)	ila :	marianr	negrace.r	edulla@depe	ed.gov.ph	8785110(6.0	
II. FAMILY BACKGROUND		170	物体组织	HATA SHE RESERVE	A PLAN						
22. SPOUSE'S SURNAME	4		NA ACREMEN	23. NAME of CHILDREN (Write full name and list all)				DATE OF BIRTH (mm/dd/yyyy)			
FIRST NAME	7-80	NA NA		NAME EXTENSION (JR., SR) N/A	die de	N/A			N/A		
MIDDLE NAME	1-30	19,383.81	N/A	SCOUNESHING CONTRACTOR	301	Ving.	N/A	1	ategin of N	/A	
OCCUPATION	6161	90.888,03	N/A 30	SAMT JOSEPH COLLE	NA			1955 89 NA 19 0 80			
EMPLOYER/BUSINESS NAME	Alla	00.005.01	N/A	SART JOSEPH COLLE	N/A		NA				
BUSINESS ADDRESS		-	N/A				N/A		N/A		
TELEPHONE NO.	77. DE	- Contraction	N/A		NA			N/A			
24. FATHER'S SURNAME	REDULLA	00.000,81		SYRES ASIA, INC.		11111111111	N/A	110911091	N/A		
FIRST NAME	GREGORIO			NAME EXTENSION (JR., SR) N/A	-0.5		N/A		N/A		
MIDDLE NAME	DOLERA				4		N/A		NA		
25. MOTHER'S MAIDEN NAME		Market State of the State of th			N/A				NA		
SURNAME	HERMOSIL	LA		age - Antique programment of destroying the commence of the co		N/A			N/A -		
FIRST NAME	RIZALITA	L	plant of the second		NA			NA			
MIDDLE NAME	CUIZON		gr print			(0	ontinue on se	parate sheet if neces	sary)		
III. EDUCATIONAL BACK	GROUND	Party Year	APPARATE AND			Mary Land	1				
26. LEVEL		NAME OF SCHOOL (Write in full)		BASIC EDUCATION/DEGR (Write in full)	EE/COURSE	PERIOD OF	To	HIGHEST LEVEL/ UNITS EARNED (If not graduated)	YEAR GRADUATED	SCHOLARSHIP ACADEMIC HONORS RECEIVED	
ELEMENTARY	MAASIN CHRISTIAN ACADEMY		PRIMARY EDUCATION		2000	2006	ELEMENTARY	2006	THIRD HONORABLE		
SECONDARY	MAASIN CHRISTIAN ACADEMY		SECONDARY EDUCATION		2006	2010	HIGH SCHOOL	2010	MENTION		
VOCATIONAL / TRADE COURSE	N/A		N/A		N/A	N/A	N/A	N/A	N/A		
COLLEGE	SAINT JOSEPH COLLEGE		BACHELOR OF ARTS IN ENGLISH		2010	2014	GRADUATED	2014	CUM LAUD		
GRADUATE STUDIES	COLLEGE OF MAASIN		JURIS DOCTOR		2018	2023	GRADUATED	2023			
SIGNATURE			7	Continue on separate sheet if nec	essary)	·· DA	ATE		7 / 2024 FORM 212 (Revise		



Andrew Street, Street, St.	RVICE ELIGI	A TOTAL CONTRACTOR OF THE PARTY		DATE OF 1	THE RESERVE THE PARTY OF THE PA			LICENSE (If app	olicable)
27. CAREER SERVICE/ RA 1080 (BOARD) BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE			RATING DATE OF EXAMINATION / PLACE OF EXAMINATION / CONFERMENT			VATION / CONFERN	MENT	NUMBER	Date of Validity
PD 907 - HONOR GRADUATE		NA	15/04/2016	CSC REGION	IAL OFFICE NO	.8	e i saliji di a och	DUSHITUTORS	
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	William St. D.	Vi. 1727 E. J.				VAK	1. 1.		
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	XPERIENCE		ALCOHOL: NAME OF PERSONS ASSESSED.	7.0	The state of the s			A STATE OF THE PARTY OF THE PAR	
		t. Start from your recen	t work) Description	on of duties should be	indicated in the attach	ed Work Experi	SALARY/ JOB/ PAY	Address \$10 Persons	
8. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TO (Write in full/Do not			DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		GRADE (II applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From 04/04/2023	To date	ADMINISTRATA	POINT P		UCATION - DIVISION OF	20,104.00	08-3	PERMANENT	YES
01/01/2023	to date	ADMINISTRATIVE A		MAAS	SIN CITY DUCATION - DIVISION OF	19,343.00	08-3	PERMANENT	YES
11/03/2022	12/31/2022	ADMINISTRATIVE A	ASSISTANT II	MAAS	SIN CITY DUCATION - DIVISION OF				YES
01/01/2022	11/02/2022	ADMINISTRATIVE A	ASSISTANT II	MAA! DEPARTMENT OF ED	19,170.00	08-2	PERMANENT		
01/01/2021	12/31/2021	ADMINISTRATIVE A	ASSISTANT II	MAAS	18,417.00	08-2	PERMANENT	YES	
01/01/2020	12/31/2020	ADMINISTRATIVE A	ASSISTANT II	DEPARTMENT OF ED	17,663.00	08-2	PERMANENT	YES	
11/03/2019	12/31/2019	ADMINISTRATIVE /	ASSISTANT II	DEPARTMENT OF ED	16,910.00	08-2	PERMANENT	YES	
01/01/2019	11/02/20219	ADMINISTRATIVE ASSISTANT II		DEPARTMENT OF ED	16,758.00	08-2	PERMANENT	YES	
03/01/2018	31/12/2018	ADMINISTRATIVE ASSISTANT II		DEPARTMENT OF ED	16,282.00	08-1	PERMANENT	YES	
01/01/2018	28/02/2018	ADMINISTRATIVE ASSISTANT II		DEPARTMENT OF ED	16,282.00	08-1	PERMANENT	YES	
01/01/2017	12/31/2017	ADMINISTRATIVE A	ASSISTANT II	DEPARTMENT OF ED	15,818.00	08-1	PERMANENT	YES	
03/11/2016	12/31/2016	ADMINISTRATIVE ASSISTANT II		DEPARTMENT OF ED	15,368.00	08-1	PERMANENT	YES	
08/06/2015	05/31/2016	COLLEGE INST	RUCTOR	SAINT JOSE	10,866.00	N/A	PROBATIONARY	NO	
19/01/2015	03/31/2015	SUBSTITUTE COLLEG	re marendare de la companya de la c		EPH COLLEGE	10,000.00	N/A	TEMPORARY	NO
		TECHNICAL SUPPORT		CONVERGYS	20,000.00	N/A	CONTRACTUAL	NO	
06/08/2014	01/03/2015			-	and the second second	16,000.00	N/A		NO NO
02/06/2014	07/30/2014	TECHNICAL SUPPORT F	CEPRESENTATIVE	SYKES ASIA, INC.		10,000.00	IVA	CONTRACTUAL	NU .
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SIGN	ATURE	7	find a	Wh	DATE		5/2	1/2024	
			7	4.70			-	CS FORM 212 (Revised 2	017), Page 2 of

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)		(mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK		
100	College of Maasin - College of Law -	Office of the Legal Aid	03/07/2022 12/22/2022		120	Law Student Practitioner		
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VII II-	ARNING AND DEVELOPMENT (L&D)		ntinue on separate s PROGRAMS AT		4676 14000	CHE CONTRACTOR	O TO DESCRIPTION OF THE REAL PROPERTY.	
Printer State			INCLUSIVE	DATES OF		Type of LD	Line-traine heavy you get	
30.	TITLE OF LEARNING AND DEVELOPMENT INTE (Write in full)		ATTENI (mm/dc	DANCE	NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
TRAINING	G ON RECORDS MANAGEMENT AND CERTI		From	To	ام والأسالية ال		DEPARTMENT OF EDUCATION - DIVISION OF	
VERIFICA	ATION PROCESSING OF SCHOOL RECORDS	S	09/22/2023	09/22/2023	8	TECHNICAL	MAASIN CITY DEPARTMENT OF EDUCATION - DIVISION OF	
	G ON RECORDS MANAGEMENT AND CUSTO GAL TRAINING PROGRAM ON CIVIL AND PO	1990	12/01/2022	12/02/2022	16	TECHNICAL	MAASIN CITY	
ARRESTS	GAL TRAINING PROGRAM ON CIVIL AND PO S AND SEIZURES, AND LEGAL REMEDIES AND DEVELOPMENT 101: A WEBINAR ON	Met eig 21YII	08/09/2022	08/09/2022	3	TECHNICAL	UP MANILA PRELAW SOCIETY	
STUDENT		THE BUILD THE BUILD	04/09/2022	04/09/2022	3.5	7 2 2 2 2	LEGAL EDUCATION BOARD DEPARTMENT OF EDUCATION - DIVISION OF	
	R-WORKSHOP FOR NON-TEACHING PERSO IG TECHNOLOGIES IN THE NEW NORMAL S		02/16/2022	08/18/2022	24	TECHNICAL	MAASIN CITY	
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VIII	HER INFORMATION	(Con	ntinue on separate s	theet if necessary)	The State of the S	100 m		
(HER INFORMATION		-ACADEMIC DISTIN	CTIONS (PCC)	IITION	with the	MEMORPOWER IN TAXABLE PROPERTY.	
31.	SPECIAL SKILLS and HOBBIES	32. NON		ICTIONS / RECOGN in full)		-	33. MEMBERSHIP IN ASSOCIATION/ORGANIZAT (Write in full)	
ADMINI	STRATIVE SERVICES MANAGEMENT	4.55	N/A	2/1/2			N/A	
DOCUM	MENT AND RECORDS MANAGEMENT			Lair ing				
1	FINANCIAL MANAGEMENT		CONTRACTOR	The state of the last	second beauty	STORE OF THE REAL PROPERTY.		
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COL	USE OF INFORMATION AND		111	d				
CO	MMUNICATIONS TECHNOLOGY	(Con	ntinue on separate s	heet if necessary)				
124	SIGNATURE	Ann	in Robert	1	DA	TE	5/27/2024	



34. Are you related by consanguinity or affinity to the appoint chief of bureau or office or to the person who has immedi Bureau or Department where you will be appointed,	ing or recommending authority, or to the ate supervision over you in the Office,					
a. within the third degree?		☐ YES	✓ NO			
b. within the fourth degree (for Local Government Unit - C	☐ YES NO					
as. a. Have you ever been found guilty of any administrative	☐ YES ☑ NO If YES, give details:					
b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed: Status of Case/s:					
36. Have you ever been convicted of any crime or violation of by any court or tribunal?	f any law, decree, ordinance or regulation	☐ YES ☑ NO If YES, give details:				
37. Have you ever been separated from the service in any of retirement, dropped from the rolls, dismissal, termination, out (abolition) in the public or private sector?	✓ YES					
a. Have you ever been a candidate in a national or local of Barangay election)?	☐ YES ☑ NO If YES, give details:					
 b. Have you resigned from the government service during election to promote/actively campaign for a national or loc 	cal candidate?	☐ YES ☑ NO If YES, give details:				
39. Have you acquired the status of an immigrant or permane	☐ YES ☑ NO If YES, give details (country):					
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) N 7277); and (c) Solo Parents Welfare Act of 2000 (RA 897 Are you a member of any indigenous group? Are you a person with disability? Are you a solo parent?		☐ YES If YES, please specif ☐ YES If YES, please specif ☐ YES If YES, please specif	✓ NO fy ID No: ✓ NO			
41. REFERENCES (Person not related by consanguinity or affinity to applic	ant /appointee)					
NAME	ADDRESS	TEL. NO.	ATTE .			
ISIDRO C. CATUBIG	SUG-ANGON, ST. BERNARD, SO. LEYTE	+639171303667				
VICTORINO A. PIA	LIB-OG, MAASIN CITY, SO. LEYTE	+639606671315				
ELENA S. DE LUNA	CATBALOGAN CITY, SAMAR	+639190770406				
42. I declare under oath that I have personally accomplish complete statement pursuant to the provisions of pert Philippines. I authorize the agency head/authorized re I agree that any misrepresentation made in this di administrative/criminal case/s against me.	inent laws, rules and regulations of the presentative to verify/validate the contents	Republic of the stated herein.	PHOTO			
Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: TIN	Ani Relea					
ID/License/Passport No.: 451-251-040	Signature (Sign inside the b	nx)				
Date/Place of Issuance: 05/02/2014 MAASIN CITY	4	Right Thumbmark				
SUBSCRIBED AND SWORN to before me this	AY 27 2024 Affiant exhibit	ing his/her validly issue	d government ID as indicated above.			
Doc. No	ATTY, JEZENE GV R PAKER- NOTARY USLIC FOR ANY LIVIN S USHER COLLEGE OF A STATE OF A STAT	2, 2024 RIL 14, 2025	DHEFT IN TAKE THE TAKE CENTRE OF THE CENTRE			
DATE TO DATE			CS FORM 212 (Revised 2017), Page 4 of			

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

- 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: March 1, 2018 present
- Position: Administrative Assistant II
- Name of Office/Unit: Maasin District II
- · Immediate Supervisor: Victorino A. Pia
- Name of Agency/Organization and Location: Department of Education, Schools Division of Maasin City
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible for checking/pre-auditing of financial documents such disbursement vouchers and liquidation reports, among others; preparation of monthly bank reconciliation reports and maintenance of subsidiary ledgers; monitoring of compliance of COA audit findings and recommendations undertaken by the school; monitoring of cash advances received, liquidated and balances; and other related bookkeeping, accounting and administrative tasks as may be assigned by the Division Accountant and/or District In Charge.
- Duration: November 3, 2016 February 28, 2018
- Position: Administrative Assistant II
- Name of Office/Unit: Hingatungan National High School
- Immediate Supervisor: Doraliza B. Alfaro
- Name of Agency/Organization and Location: Department of Education, Schools Division of Southern Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Responsible in performing clerical tasks for the School Head and serves as liaison between the School and the Division Office.
 - designated as Disbursing Officer and is in charge with the disbursement and liquidation of the Maintenance and Other Operating Expenses funds.

MARIANNE GRACE H. REDULLA

(Signature over Printed Name of Employee/Applicant)

Date: 5/27/2024