

CURRICULUM VITAE

CLAUDETTE MELI HOFF E. GARDUCE



Personal Information

Sex: Female
Age: 28
Birthdate: August 23, 1995
Religion: Roman Catholic
Civil Status: Single
Home Address: Brgy. Pomponan, Baybay City, Leyte
Current Address: IGP Dormitory, VSU, Baybay City, Leyte
Email Address: claudette.garduce@vsu.edu.ph
Mobile/Cell Number: +639302545422

Educational Attainment

Level	School	Year Graduated
Primary	Calumala Elementary School	2002-2008
Secondary	Sta. Teresita National High School	2008-2012
Tertiary	Visayas State University	2013-2017

Work History

- March 2022 - Present
Education Research Assistant
Visayas State University (VSU)
Baybay City, Leyte
- April 2018 – December 2021
Science Research Assistant
Visayas State University (VSU)
Baybay City, Leyte

Eligibility

- Civil Service - Professional Eligibility
Date of Examination: March 17, 2019

Skills

- Can write a research report
- Can carry out and write up content analysis of communication materials
- Can process and analyze survey data and write a survey report
- Can use the Statistical Package for the Social Sciences (SPSS) to process and analyze survey data
- Can design a survey questionnaire
- Can design monitoring and evaluation instruments

- Can pretest prototype communication materials
- Can conduct focus group discussions (FGDs) and write it up into a narrative report
- Can design and test videos
- Can write and produce video scripts/documentary scripts
- Can conduct interviews and document events
- Can layout communication materials using Corel Draw, etc.
- Can edit audio using Audacity
- Can facilitate

Seminars Attended

- 3rd Development Communication Praxis: "Bringing about change through development communication". Visayas State University. November 26, 2016.
- Training-Workshop on Presenting Research Results. Visayas State University. October 22-23, 2018
- Training-Workshop on Monitoring Outcomes of Extension Projects Using the MSC Technique. Visayas State University. November 26-27, 2018

References

- Ms. Aniceta M. Lumacad
Administrative Officer, Graduate School
Visayas State University
Baybay City, Leyte, 6521-A Philippines
Email: aniceta.lumacad@vsu.edu.ph
- Dr. Catherine C. Arradaza
Secretary, Graduate School
Visayas State University
Baybay City, Leyte, 6521-A Philippines
Email: catherine.arradaza@vsu.edu.ph
- Dr. Rotacio S. Gravoso
VP for Academic Affairs
Visayas State University
Baybay City, Leyte, 6521-A Philippines
Email: r.gravoso@vsu.edu.ph