



**FURUKAWA AUTOMOTIVE SYSTEMS  
LIMA PHILIPPINES, INC.**

*ex. w/ good communication & pleasant personality*

## PERSONNEL INFORMATION FORM

QM-SM6



*nk-Bk*

Position Applied for.: QUALITY MANAGEMENT SYSTEM STAFF /

Employee no.: \_\_\_\_\_

### PERSONAL DATA:

SURNAME <u>CALALO</u>	FIRST NAME <u>AIA JANELLA</u>	MIDDLE NAME <u>RECTO</u>	NICKNAME <u>A.J</u>	AGE <u>21</u>	GENDER <input checked="" type="checkbox"/> Female <input type="checkbox"/> Male
PRESENT ADDRESS (Complete Address) <u>21 yrs. / SB</u> <u>319 BRGY. SAN DIEGO SAN PABLO CITY, LAGUNA</u>			DATE OF BIRTH <u>FEBRUARY 24, 1998</u>	RELIGION <u>CATHOLIC</u>	CIVIL STATUS <input checked="" type="checkbox"/> Single <i>4/5</i> <input type="checkbox"/> Married <i>life feedwill</i> <input type="checkbox"/> Single-Parent <input type="checkbox"/> Separated <input type="checkbox"/> Widow/er
PERMANENT/PROVINCIAL ADDRESS (Complete Address) <u>319 BRGY. SAN DIEGO SAN PABLO CITY, LAGUNA</u>			PLACE OF BIRTH <u>NALCARLAN, LAGUNA</u>	BLOOD TYPE	
EMAIL ADDRESS <u>aiajanellecalalo@gmail.com</u>	SOCIAL MEDIA ACCOUNT (FB, Instagram) <u>calalobaiia@yahoo.com</u>	TEL/ CEL NOS. <u>09555591012</u>	WEIGHT <u>47 kg</u>	HEIGHT <u>5'7</u>	
SSS NO <u>04-4111253-1</u>	PAG-IBIG NO <u>121231557487</u>	PASSPORT NO	DRIVER'S LICENSE NO		
TIN NO <u>396 789 080 0000</u>	PHILHEALTH NO <u>090264857132</u>	VALIDITY DATE	PROFESSIONAL LICENSE NO <i>company that will</i> <i>&gt; can give personal growth</i>		

### FAMILY DATA:

SPOUSE NAME	AGE	OCCUPATION	COMPANY
CHILDREN'S NAME (from eldest to youngest)			
1.	AGE	OCCUPATION	COMPANY
2.			
3.			
4.			
FATHER'S NAME <u>ELMO CALALO J San Pablo</u>	AGE <u>62</u>	OCCUPATION <u>DECEASED Heart disease - 2015</u>	COMPANY
MOTHER'S NAME <u>LORIETA R. CALALO</u>	AGE <u>58</u>	OCCUPATION <u>HOUSEWIFE - taking care of niece (special child)</u>	COMPANY
SISTERS/BROTHERS (from eldest to youngest)			
1.	AGE	OCCUPATION	COMPANY
<u>ANA KARINA R. CALALO - family (Bay, Laguna)</u>		<u>HOUSEWIFE - husband: working in hospital</u>	<u>parents in Calat.</u>
2.			
<u>LAWRENCE R. CALALO - single</u>	<u>23</u>	<u>INDUSTRIAL ENGINEER</u>	<u>Shinetsu (ITI)</u>
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY <u>LORIETA CALALO</u>	RELATIONSHIP <u>MOTHER</u>	CONTACT NO. <u>09471522095</u>	ADDRESS <u>BRGY. SAN DIEGO S.P.C.</u>

### EDUCATIONAL BACKGROUND:

	NAME OF SCHOOL	DATE GRADUATED	PUT CHECK IF GRADUATED	DEGREE/COURSE
ELEMENTARY	<u>SAN DIEGO ELEMENTARY SCHOOL</u>	<u>2010</u>	<input checked="" type="checkbox"/>	<u>(1) Physical Therapy</u>
SECONDARY (HIGH SCHOOL)	<u>CRISTOBAL S. CONAUCO MEMORIAL NHS</u>	<u>2014</u>	<input checked="" type="checkbox"/>	
VOCATIONAL				
TERTIARY (COLLEGE)	<u>DALUBHASAN NG LANSOD NG SAN PABLO</u>	<u>May 2018</u>	<input checked="" type="checkbox"/>	<u>(2) - due to financial INFORMATION TECHNOLOGY</u>

*after grad - just stay at home/vacation  
- 4-year course*

*CSE - 1st try 2017 failed  
to plan again*

EFF: 10/06/18



she excel in documentations  
I enjoy  
opened Feb. 2019

during accreditation → challenging exp in  
& completion of reqs. Global Care

### EMPLOYMENT RECORD:

COMPANY NAME (start with your present job)	POSITION	FROM (Month & Year)	TO (Month & Year)	REASON OF LEAVING	BASIC SALARY
1. GLOBAL CARE MEDICAL CENTER OF BAY	QMS STAFF	OCT 2018 (8 mos.)	JUNE 2019	PERSONAL GROWTH & WE'RE NOW TO MOVE IN ST. THOMAS new home	10,000
2. preparation of doc's					
3. policy & forms of hospital/dept.					
4. assistance on meetings					
5. completion of files - accreditation → processing of docs.					

### CHARACTER REFERENCES (not relatives):

NAME	CONTACT NO	OCCUPATION	COMPANY
1. MRS. MARIA CARINA O CATAPANG	09983056433	MARKETING OFFICER	GLOBAL CARE MEDICAL CENTER OF BAY
2.			

### SKETCH THE LOCATION OF YOUR PRESENT ADDRESS (Pls. indicate the landmarks):

g. achievement  
→ finishing college

g. challenge  
→ when her father died

stressful:  
too much workload → but make her to learn & setting priorities/important task

THOMAS HOSPITAL DISTRICT

I certify that the information contained in this application is true and complete. I understand that false information & misdeclaration may be grounds for not hiring me or for immediate termination of employment if I am hired. I authorize the verification of any and all information listed above.

Name & Signature:

ATA TANIBUA P. CATAPANG

Date Accomplished:

AUGUST 21, 2019

goals:  
→ payback to her parents  
→ to be a success  
ful person  
→ have own savings  
→ enjoyable life

### INTERVIEW ASSESSMENT

#### To be filled-up by Recruitment Section:

GENERAL INFORMATION	Yes / No	REMARKS	DESCRIPTION	RATINGS	REMARKS
1. Are you willing and able to stand for long periods of time?	Yes		1. Appearance/Mannerism		
2. Are you willing to work on any shift?	Yes		2. Speech/Communication		
3. Do you smoke?	NO		3. Reasoning & Judgement		
4. Do you drink alcoholic beverages?	NO		4. Job Knowledge		
5. Have you ever worked for FALP before?	NO		5. Experience in Work Applied		
6. Is this your 1st time to apply & be interviewed at FALP?	YES		6. General Knowledge		
7. Do you have plans to work abroad?	NO		7. Pose & Maturity		
8. Do you have relatives/friends working in FALP?	NO		8. Personality, Attitude & Social Adjustment		
9. How did you find out the Job Vacancy?	<input type="checkbox"/> Walk-in <input checked="" type="checkbox"/> Job Site <input type="checkbox"/> Referral <input type="checkbox"/> Others (pls specify)		Ratings Results:		
			1 - Poor	4 - Good	Recommended <input type="checkbox"/>
			2 - Fair	5 - Outstanding	Not Recommended <input type="checkbox"/>
			3 - Average		Pending ( ) <input type="checkbox"/>

Comments:

CB: X  
A: Yes since elem. HT: X  
last month attack MH. Diabetes father side  
w/ continuous medication.

Conducted by: (Name & Signature)

Date:

#### To be filled-up by HR Section:

Salary & Benefits	Amount	Remarks	Salary & Benefits	Amount	Remarks
1. Latest Salary			4. Non-Monetary Benefits		
2. Number of Bonuses					
3. Cash Allowance			Others		
Comments:			Conducted by: (Name & Signature)		
			Date:		



Aia Janella R. Calalo  
Brgy. San Diego, San Pablo City Laguna  
Mobile Phone: (Globe) 0955-5591-012  
E-mail: [aiajanellacalalo@gmail.com](mailto:aiajanellacalalo@gmail.com)



### CAREER OBJECTIVES

1. To gainfully employed and strive to be a model employee.
2. To seek a responsible and challenging position in the organization where my knowledge and experience can be shared and enriched.
3. To be part of a reputed organization which provides a steady career growth along with job satisfaction, challenges and give value contribution in the success of the organization.

### PERSONAL INFORMATION

Date of Birth: February 24, 1998  
Place of Birth: Nagcarlan, Laguna  
Nationality: Filipino  
Civil Status: Single  
Height: 5'7  
Language Spoken: Filipino/English  
Father's Name: Elmo Calalo  
Occupation: Deceased  
Mother's Name: Lorieta Calalo  
Occupation: House Wife

### EDUCATIONAL ATTAINMENT

- Tertiary  
Dalubhasaan ng Lunsod ng San Pablo  
Brgy. San Jose, San Pablo City, Laguna  
BS in Information Technology (2014-2018)
- Secondary  
Cristobal S. Conducto Memorial National HS  
Rizal, Laguna (2010- 2014)
- Primary  
San Diego Elementary School  
Brgy. San Diego San Pablo City, Laguna (2004-2010)

### SEMINAR AND WORKSHOP ATTENDED

"Research Seminar"  
DLSP Library Extension  
Brgy. San Jose, San Pablo City  
September, 2016

"Student Leaders and Teacher-Adviser Assembly"  
Student Center, DLSP Campus  
Brgy. San Jose, San Pablo City  
July 12, 2016

"Mobile Application and Game Development Seminar"  
Lyceum of the Philippines University  
Batangas  
August 22, 2016

"Annual Celebration of the Information Technology Week"  
Dalubhasaan ng Lunsod ng San Pablo  
Brgy. San Jose, San Pablo City  
February 16, 2015

### WORK EXPERIENCE

ON-THE-JOB TRAINING  
San Pablo City Water District  
General Services Division  
Maharlika Highway, San Gabriel, San Pablo City  
April 2017 – July 2017

Quality Management System Staff  
> Global Care Medical Center of Bay  
Quality Management System Division  
National Hi-Way, Brgy. Maitim, Bay, Laguna  
October 2018 – June 30, 2019

### TECHNICAL SKILLS

- Computer Literate
- Microsoft Office
- Photo Editing
- Video Editing (Power Director)

### PERSONAL SKILLS

- Good written and verbal communication
- Ability to work under pressure
- Self-motivated, hard-working individual
- Adaptability

### CHARACTER REFERENCES

Mrs. Maria Carina Q. Catapang  
Marketing Officer  
Global Care Medical Center of Bay, Inc.  
National Hi-way, Brgy. Maitim, Bay, Laguna  
09983056633

Mrs. Rachel Celine P. Asaula  
Area Coordinator, IT/IS Programs / Instructor  
Dalubhasaan ng Lunsod ng San Pablo  
Brgy. San Jose, San Pablo City, Laguna  
Globe 0916-7750-665  
Smart 0921-2177-296

Mr. Sherwin Quizon  
Professor, Department of Technology and Engineering  
Dalubhasaan ng Lunsod ng San Pablo  
Brgy. San Jose, San Pablo City, Laguna  
0929 744 8978

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

  
Aia Janella R. Calalo