#### EDDIE BAZA CALVO Governor



RAY TENORIO Lieutenant Governor

2013 FEB 13 PM 2: 43 8

32-13-110

Office of the Speaker

Judith T. Won Pat, Ed. D.

Office of the Governor of Guam

FEB 1 3 2013

Honorable Judith T. Won Pat, Ed.D. Speaker I Mina'trentai Dos Na Liheslaturan Guåhan 155 Hesler Street Hagåtña, Guam 96910

RE: Commission Appointment

Dear Speaker Won Pat:

By virtue of the authority vested in me pursuant to the Organic Act of Guam and the local laws applicable to the following position, I am pleased to transmit the following appointment and supporting documents for:

APPOINTEE:

Sandra F. Santos

POSITION:

Member, Guam Housing Corporation

TERM LENGTH:

Six (6) years

The appointment is subject to the consent of *I Liheslaturan Guåhan*. Please schedule a hearing at your earliest convenience.

Senseramente,

EDDIÉ BAZA CALVO

Enclosure

EDDIE BAZA CALVO Governor



**RAY TENORIO**Lieutenant Governor

Office of the Governor of Guam

Ms. Sandra Santos P.O.Box 27594 GMF, Guam 96921 JAN 252013

Dear Ms. Santos:

On April 26, 2011, you were previously appointed to serve on the Guam Housing Corporation. The term has since expired. Now, therefore, by virtue of the authority vested in me pursuant to the Organic Act of Guam and the laws of Guam applicable to this position, I hereby reappoint you to serve as a Member of the Guam Housing Corporation for a new term of six (6) years.

This appointment is effective today and is subject to the advice and consent of *I Liheslaturan Guåhan*. Please contact the Governor's Office at 472-8931~6 for further processing of your acceptance.

Senseramente,

EDDIÉ BAZA CALVO



The following is information required for submission to the Speaker of *I Liheslaturan Guåhan* in accordance with 4 G.C.A. § 2103.5 of the Guam Code Annotated.

Email Address: Oway_7e	jaran@yohoocom
Have you ever been convicted of a crime?	
If yes, please explain:	
Have you ever been declared mentally inc	ompetent by any court? Yes No X
Have you ever been found <b>not</b> guilty or <b>no</b> Yes No <b>X</b>	ot punishable in any criminal proceedings by reason
f yes, please explain:	
	institution? Yes No 🗙
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	Appointment appli	cation
TODAY'S DATE:		and the state of t
POSITION APPLYING FOR:	□ Director □ Deputy Director □ Boards/Commission □ Other	
	MENT/BOARDS/COMMISSION DES	IRED: List top 3 choices.
1. Guam Ho	using Corporation	
2.		
3.	About the state of	a OVEC ONO
	r any other positions than listed above	? OYES ONO
GENERAL INF		
NAME:	iantos, Sandra F.	
MAILING ADDRES	S:	
CITY	CTATE	7ID
HOME PHONE.	WORK PHONE:	CELL/PAGER:
SOCIAL SECURIT		
LICENSES:	TYPE	EXPIRATION DATE
	D INFORMATION	atos of conico:
List your prior Gove	ernment of Guam Appointments and d	ates of service.
Government of Gua	am Appointment	Dates of Service

List all prior other governmen	t service excluding G	overnment of C	Guam:		
Other Government Appointme	ent			Dates of Service	
				www.communications.communications.communications.communications.communications.com	
REFERENCES					
List three (3) character and fa	mily references (nam	ie, address, & t	elephon	e number):	
NAME		ADDR	ESS		PHONE
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2. Cothy aun Gi	ogre	Chalan	- base	6 man	794
3. Amile U. Box	dallo	TAMeun	ing En	upu	
			•		
EDUCATION					
Education (Circle highest grade c	ompleted & degree)				
High School: 9 10 11 12 12	College: 1 <b>□2</b> □3 <b>□4□</b> AA	ADBADBSE	Post-Gra	ad: MBA□ JD□ MA	MSO PhDO
^	School Attended: W	0G	School /	Attended:	DG
L.	ocation:	situs ai	1 ocation	Mangiles	Gu.
	Concentration: 5000	MAK	Concent	tration: MA C	ourselver
	Degree: BSW	1 0-0	Degree:		0 500
F	Attended From: 199	6 to 7005	Attende	d From:	to 600
Other Degrees or Certificates:					
TRAINING					

IRAIIVING

Include professional institutes, seminars, and on-the-job training attended with date:	
INSTITUTE/SEMINARS/ON-THE-JOB	DATE
	And the state of t
AWARDS	
List all educational, professional, civic awards, & recognition for public service:	alita di malia di Para di Araba di Maliandi, mandi
PROFESSIONAL INVOLVEMENT	
List involvement on a local/national/international level, list organizations, activities participate	d in, offices held:
	and the second s
COMMUNITY/CIVIC INVOLVEMENT	
COMMUNITY/CIVIC INVOLVEMENT  List organizations, activities participated in, offices held:	
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List organizations, activities participated in, offices held:	
List organizations, activities participated in, offices held:	

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List published articles, papers delivered at professional meeting	js:
MILITARY SERVICE	
List type of discharge, branch, rank at discharge, current status, under the Uniform Code of Military Justice, & special distinctions	
EMPLOYMENT HISTORY	
<b>EMPLOYMENT EXPERIENCE</b> : Please begin with your present or last position employment including military service, volunteer work, self employment and per duties and responsibilities changed while working for the same employer. For volucies. To receive full credit for your experience, describe in detail the tasks you supervisor and indicate the number and kinds of employees you supervised. If answers may be verified with former employers.	riods of unemployment in separate blocks. Use separate blocks if you volunteer work, write the word "Volunteer" in the salary section for that ou were assigned. If you supervised others, explain your duties as
1 Employer: PIS See . Regnue,	From: To:
Address:	O Full-Time O Part-Time
City: State Zip	Average hours worked per week:
Name of Supervisor:	Starting Salary: per
Your Title:	Ending Salary: per
Duties & Responsibilities:	O Resigned O Discharged O Other
	<b>T</b>
May we contact your previous employer: O YES O NO	Reason(s) for Leaving:
What did you NOT like about your job?	
2 Employer:	From:To:
Address:	O Full-Time O Part-Time

APPOINTMENT APPLICATION
Approved: 11/25/02

City:	State	Zip	Average hours	worked per wee	k:
Name of Supervisor:			Starting Salary		per
Your Title:			Ending Salary:		per
Duties & Responsibilities:			O Resigned	O Discharged	O Other
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Address:			O Full-Time	O Part-Time	
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Your Title:			Ending Salary:		per
Duties & Responsibilities:			O Resigned	O Discharged	O Other
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City:	State	Zip	Average hours	worked per wee	k:

Name of Supervisor:	Starting Salary:	per
Your Title:	Ending Salary:	per
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Your Title:	Ending Salary:	per
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May we contact your previous employer: O YES O NO	Reason(s) for Leaving:	
What did you NOT like about your job?		

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Ex	plain any periods of une	mployment longer than th	irty days	•		1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	
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BA I	ANIACEMENT EV	/DEDIENCE	•				elemente de la companya de la compa
WI	ANAGEMENT EX						
Α	Have you ever manage	ed a Business, Departme	nt or an e	entire organizat	ion? 🏼 🎸	YES ONC	)
	If YES, did you report	to a Board of Directors?	<b>Ø</b> YES	ONO			
	If your answer is NO, p	olease select the manage	ment pos	sition/title you he	eld:		
	O Lead O Adr	ninistrator	·	O Der	outy Direc	ctor	
	Supervisor	O Superintendent				stant Gener	al Manager
	Manager	O Director (under a GN	NCEO E	President)		President	
				· · · · · · · · · · · · · · · · · · ·			
В	•	rvice in the highest rankir		,	you nav	e heid. (Pie	ase check one of the
	following)	O under 1 year		15 years			
		O 1+ – 3 years	O 15+	– 20 years			
		O 3 + - 5 years	O 20+	and up			
		O 5+ - 9 years				4	
С	Sector of Organization	you served with the mos	t years.	O GOVERNM	ENT:	<b>O</b> Local	O Federal
	-			PRIVATE			
				O OTHER:			
SU	IPERVISORY						

APPOINTMENT APPLICATION

А	Total number of employees in the organization/departm 50 and under O 101 – 250 O 501 and up	ent you have ma	anaged:
	O 51 – 100 O 251 – 500	,	
	Average number of staff who reported directly to you:	Under 25	O 201 – 300 O 501 and up
		O 26 - 50	O 301 – 400
		O 51 – 200	O 401 – 500
	Are you knowledgeable of the local and federal labor law	vs? OYES	ONO
PE	RFORMANCE RATING		
А	Was the organization/department you managed "profital	ole" or did your c	organization perform as formally planned?
	Variance from projected income: O Below plan	Ø Met plan	O Above plan
	Variance from projected expenses: O Below plan	Met plan	O Above plan
ОТ	HER ABILITIES		
Α	Have you ever participated in a strategic planning proce	ss? ØYES	ONO
	If YES, please select one of the following to describe you	ur participation.	Facilitated O Directed
		**************************************	O Implemented
	Do you have any experience with:  Restructuring a Process Improv Re-engineering Total Quality M	vement I	OYES ØNO ØYES ONO OYES ØNO ØYES ONO
	Have you ever participated in formal negotiations with ar	nother organizati	on? OYES ONO
	If YES, check the boxes describing your role: ☐ Obse	erver f Negotiator	☑Assistant ☐Advisor/Consultant
	Have you been involved in policy making process?	OYES ON	D
	If YES, please check the boxes which best describes yo	□Bo	anagement pard and/or Commission gislation (includes lobbying process)
	OLINOLOGY		
IE	CHNOLOGY		······
Α	Have you been involved in promoting the use of Technol	ogy in your orga	nization? ØYES ONO
	Please select all items which describes your involvemen	□Plan	
GR	ANTS		
	Have you been involved in applying, administering, awar	ding Grants?	OYES ONO

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Please check the	boxes which be	est describes you	ır involvement:	☐ Aide ☐ Researchers ☐ Writer	☐ Administrator ☐ Reviewer ☐ Funder
SKILLS					
Indicate appropriate let	)				
C=Course only F-Fair			cellent		
Windows Software:	Skill Level (C-F-G-E)	Version		Skill Level Version (C-F-G-E)	
MS Word	None	F	WordPerfect		
Excel PowerPoint	None None	- F	Presentation Quattro Pro Lotus	None None None	
CENEDAL					
GENERAL				<u> Ansarana an Alamana </u>	alasa saranga
Summarize and explair	n any experienc	e and/or skills wh	nich you feel wo	uld be beneficial to em	ployers: Explain:
Of the jobs you have he	eld, which did ye	ou like best? Wh	y?		
What do you feel are yo	our outstanding	strengths?	- 1500		
What do you feel are yo	our primary wea	knesses?			
		Marrie a Milylan was debut to a dispersion of a second			
What gives you the most satisfaction in your work?					
What is your concept of	f success?				
		enten, magagaduska apprayen kushinda nepermunda kushinen pagugan apada sepangan undu			
	The same of the same to the sa				

Please write any additional information that you would like us to know about you (e.g. hobbies)				
PLEASE READ CAREFULLY BEFORE SIGNING:				
I certify that all statements made on this application are true and complete to the best of my knowledge. I undary misrepresentation or omission is sufficient to disqualify me for employment or may result in a discharge I authorize my former employers, schools, government agencies and other entities to give any information (if or opinion) they may have regarding me, whether or not it is on their record. I hereby release them and the control all liabilities as a result of furnishing and receiving this information. I understand that any offer of employment satisfactory references. I understand and agree that I may be required to submit to pre-employment drug test a medical examination as part of my application for employment with the offer of employment, I may be required a drug test and/or a medical examination. I authorize the physician conducting the examination and any laborating test and/or a medical examination. I authorize the physician conducting the examination and the latest to the organization I am applying to. If employed, I agree to abide by my employer's policies and recognization is not intended in any way to create an employment contract.	if employed. Including fact ompany from t is subject to and post-offer result of such d to submit to ratory testing aboratory test			
Signature of Applicant: Date: 127/2017				
Your application will be placed in our active application files for twelve months. If you are not employed within six months but still wish to be considered for a specific opening, please contact the Governor's Office to inform us of the specific opening for which you wish to be considered.				

APPOINTMENT APPLICATION
Approved: 11/25/02



# STATEMENT OF FINANCIAL INTERESTS

TO:	Governor Eddie Baza Calvo Ricardo J. Bordallo Governor's Com Adelup, Guam 96910	•
FROM:	Sandra F. Sant	~J
Social Security #:		
	I have no financial interest in any log I do have interest(s) in the following	business ng business(es):
Name and address	of business interest:	Type and amount of interest
Mun.	the nk)	12,27,2012



# STATEMENT OF TAX LIABILITIES

TO:	Governor Eddie Baza Calvo Ricardo J. Bordallo Governor's Com Adelup, Guam 96910		
FROM:	Sandra F. Sout	<del>ك</del>	
Social Security #:	I have no delinquent or past-due to I do have delinquent or past due li		
Name and address o	of business interest:	Type and amount of interest	
			+
And the second s			<u> </u>
Mutur Signature (sign in in		(2,77,20/2	
Signature (sign in in	K)	Date	



SU _	PPLEMENTAL tment Application	
Appoint	lment Application	
Employer:		
Duties & Responsibilities:		
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	an a sangar panahang ya gapunan kalangahir a sa da da gapunan kasanda ara nyangadi da ari noonga abadahir maha an sagar papa a	

#### Sandra F. Santos

Email: sandy\_fejaran@yahoo.com

#### Work Experience

Guam Army National Guard 430 Army Drive, Bldg 300, RM 113 Barrigada, Guam 96913-4421

### State Case Manager-Social Worker 11/2007 to Present

Case management entails a broad range of services and responsibility to support the Army National Guard and its Service Members. As the State Case Manager-Social Worker, for the Guam Army National Guard (GUARNG). I oversee Soldier's individual medical readiness ie: I analyze, assess, prepare, and refer Soldier's for treatment and access to care. Based on Army regulations, I recommend and refer Soldier's for processing in the Physical Performance Evaluation System for Board review for retention. I provide assessments and consult with a Multidisciplinary team which consist of the State Surgeon, Physicians, Behavioral Health Specialist, Health Services Specialist, Director of Psychological Services and Commander's on behalf of the Soldier's Medical Readiness process. I also manage three Administrative Assistants', as well as provide and oversee reports generated for the GUARNG's overall medical readiness and deployment status for The Adjutant General and Commander's review. work closely with U.S. Naval Hospital's Physicians and Mental Health Providers as well as other treatment facilities both Private and Public Government Sectors to ensure treatment plans are provided and supported on behalf of the Soldier's for Pre, Peri and Post Deployment health services. I also network with the VA Representative as well as the Tripler Army Medical Center (TAMC) Physical Evaluation Board Liason (PEBLO) on the Soldier's behalf.

Superior Court of Guam Juvenile Drug Court 120 West O'Brien Drive Hagatna, Guam 96910

### Individual and Group Therapist 03/2006 to Present

I Provide Individual, Family and Group counseling therapy, to include assessment and referral for additional services as necessary for Youths with drug and alcohol abuse in the Juvenile Drug Court (JDC) System, as well as facilitate parent support groups to help families understand the effects of drugs and alcohol and support the minor while in the JDC system.

Superior Court of Guam Client Services Family Counseling 120 West O'Brien Drive Hagatna, Guam 96910

### MA Counseling Graduate Intern 02/2008 to 12/2008

As a Graduate Student Intern, I provided individual and group counseling to Family Violence Offenders in the court system. Part of the individual counseling includes the following; Individual Assessment; Develop a Treatment plan with the individual, and process the nature of the offense. Work with the individual, and or Group in understanding the consequences of the offense and the effects it has on the family and the community; and I work closely with the court system regarding the individuals progress, as they are mandated to attend counseling. I also Assess and refer for other services as necessary.

University of Guam National Family Care Giver Support Program (NFCSP) UOG Station Mangilao, Guam 96913

### Social Worker II 06/2007 to 11/2007

I Provide support services to individuals and families caring for a person with a disability. I provide Assessment and treatment plans for individuals in the program. I also meet with treatment team for staffing on individual case loads. Provide monthly and weekly reports to management. Participate in the NFCSP Group Support services once a month.

Guam Department of Education E.D. Program (Special Education Division) P.O. Box DE Hagatna, guam 96932

### Social Worker II 02/2006 to 06/2007

I Provide counseling services for students with emotional and behavior disabilities. I Network with community, and institutions/organizations in the areas of advocacy, counseling and case management. Consult with child, psychiatrist, teachers, school administrators and parents to ensure the child's individual education plan's (IEP) goals and objectives are met.

### Frank Blas and Associates Barrigada, Guam

### Insurance Specialist 09/04 to 01/31/06

I am a Licensed Sales, and Marketing representative for Property Casualty and Life insurance products and services to personal and commercial accounts. Analyze and Consult Homeowners of various types of Hazard Insurance programs available, and to ensure adequate insurance coverage is provided for both property owner and lien holders. Work closely with Claims adjusters in processing of customer claims. Maintain account relations with new and existing clients, along with providing employer/ employee benefit packages for both P&C , and life products.

Department of Youth Affairs P.O. Box 23672 GMF, Guam 96921

#### Bachelor of Social Work Intern Aug. 2004 to June 2005

As a social work intern, duties and responsibilities included; facilitation of Group and Individual client counseling which entails Subjective, Objective, Assessment and Plan (SOAP). Provide case summary and review with case management and client staffing within the organization to implement plan for youths incarcerated and those who are eligible for the Jumpstart program. Practice principles of social & ethical responsibilities as required by the Social Work Code of Ethics.

Department of Public Health & Social Services Bureau of Social Services (BOSSA). Child Protective Services (CPS) P.O. Box 2816 Hagatna, Guam 96932

#### Bachelor of Social Work (BSW) Student Intern 01/2004 to 06/ 2004

As a BSW intern, assigned to the investigation unit of CPS, I investigate, interview, and review child neglect and abuse cases. Provide case reports and assessments for court and case review. I Network with other agencies to place children in a safe environment and to carry out the goals and objectives of CPS to reunite families.

Bank Of Guam P.O. Box BW Agana, Guam 96910

#### **Mortgage Credit Officer (Management)** 06/2003 to 08/2003

I Manage and Pre qualify Mortgage Applicants for various types of Home Loan programs. Accept, analyze, review and recommend mortgage applicants for processing mortgage loan request, to include loan closing process.

#### BankGuam Insurance Underwriters Ltd. Services Inc. a Subsidiary of Bank of Guam P.O. Box BW

Agana, Guam 96910

#### Insurance Specialist 09/2000 to 06/2003

I am Licensed to sale & market Property/Casualty, and Life Insurance products. Responsible for the growth of sales and services provided to new and existing property casualty and life clients. Analyze and Consult Homeowners of various types of Hazard Insurance programs available, and to ensure adequate insurance coverage is provided for both property owner and lien holders. Work closely with Claims adjusters in processing of customer claims.

#### **Gateway Mortgage Packaging Services** Tamuning, Guam

#### Mortgage Consultant/ Packager 08/1999 to 08/2000

Independent Mortgage Broker contracted by various Mortgage Lending Institutions to consult and package conforming, non-conforming, rural development programs, construction programs and purchase programs. Responsibilities include Sales calls, loan interviews, pre-qualification. loan document packaging, review of PTR's and Residential Appraisals, credit analysis, underwriting and provide recommendation on mortgage loan approvals.

Citibank N.A. East Agana, Guam

#### Mortgage Specialist/Manager 07/1998 to 08/1999

Mortgage Lending officer, General Responsibilities conduct loan interviews, Pre-qualify, compile loan documents for review, underwrite loan package for recommendation, prepare Truth -in-Lending disclosures. Mortgage closing documents are prepared with all settlements coordinated with Escrow companies, completing the mortgage process.

Bank of Guam P.O. Box BW Agana, Guam 96910

### Asst. Cashier Business Development Officer (Management) 02/1995 to 07/1998

Manage, develop and secure new account relations, maintain existing
Business accounts and ensure continued growth with business accounts and income for bank.

Bank of Guam P.O. Box BW Agana, Guam 96910

### Operations and International/Telex Department Officer (Management) 04/1986 to 01/1995

Held various positions with bank operations; Ledger Clerk/ Teller, New Account Representative, VP Ops. Secretary, Head Teller, and eventually promoted to management positions of Utility Officer, International / Telex Officer. A Utility Officer's responsibilities include management of various departments in the absence of department supervisors to include consumer lending division. International / Telex Department Officer, verify and ensure bank relationships both Foreign and Domestic, reference to monies being electronically transferred between banks are authenticated, and processed.

### Sole Proprietor "The Postal Outlet" 05/1997 to 06/2000

I owned a Commercial mail receiving agency. Owned, Operate and Managed 390 mail box rentals, and mail services not limited to sub-leasing office space with in the business. Work closely with the US Postal services in processing incoming and outgoing mail service.

#### Education

12/2009--University of Guam MA Counseling Graduate.

12/2005--University of Guam, Bachelor of Social Work (BSW).

1987 to 1989 Bank of Guam American Institute of Banking – obtained training and certificates in the following AIB courses: Selling Bank services, Personnel and the Law, Effective Supervisory Training.

1984 Western Pacific International Business College Secretarial Tourism Certificate.

1983 George Washington High School Graduate.

#### **Training**

01/2010—Trained in Suicide Intervention, and Provisionally Certified by LivingWorks, in the T4T ASIST program thru the Department of Mental Health and Substance Abuse Program PEACE office.

#### License

2011 to Present Certified Individual, Marriage & Family Therapist (IMFT) Licensed 1995 to present Life Insurance and Property/Casualty Licensed

#### Civic

2007 to Present Guam Housing Board of Director Member

2009 to present Guam IMFT member

2003 to 2006 National Association of Social Work Member

2003 to 2005 University of Guam Social Work Student Alliance member.



#### **AFFIDAVIT**

- I, **SANDRA SANTOS**, being first duly sworn, deposes and sayeths:
- That I have read and reviewed the information contained in the attached Nomination Letter from the Governor of Guam.
- That the matters contained in the Nomination Letter and all attachments thereto 2. are true and correct.
- That this affidavit is made for the purpose of complying with the requirements of 4 GCA §2103.5.

I declare under penalty of perjury that the foregoing is, to the best of my knowledge, true and correct.

SANDRA SANTOS

SUBSCRIBED AND SWORN TO before me this  $\angle$ 

2012.

**Notary Public** 

**ELEANOR DELA CRUZ TOVES** 

**NOTARY PUBLIC** 

In and for Guam, U.S.A. My Commission Expires: Oct. 63, 2815 P.O. Box 3457 Hagatna, Guam 96932



## Government of Guam GUAM POLICE DEPARTMENT RECORDS & IDENTIFICATION SECTION

GUAM

P.O. Box 23909 Guam Main Facility, Guam 96921

December 27, 2012

SUBJECT: CRIMINAL HISTORY RECORD

NAME:	Sandra F	. SANTOS		
DATE OF	BIRTH:		FINGERPRINT #:	121 011
		lual has no record of conviction and rules and regulations of the		are subject to

THIS INFORMATION MAY BE LIMITED TO A LOCAL CRIMINAL OFFENSE ONLY AND IS NOT INTENDED FOR USE FOR ANY LOCAL, STATE, OR FEDERAL LAW ENFORCEMENT AGENCY. THIS CLEARANCE DOES NOT REFLECT ARREST(S) PENDING ADJUDICATION

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By Direction: priscilla

The absence of an original GUAM POLICE

seal invalidates this police clearance. revised 07/12/11

**Chief of Police** 



#### SUPERIOR COURT OF GUAM

Guam Judicial Center • 120 West O Brien Drive • Hagåtña, Guam 96910

Telephone (671) 475-3370 Fax (671) 477-1500

RICHARD B. MARTINEZ Clerk of Courts

Name:

SANDRA F. SANTOS

SS#:

#### CERTIFICATE OF SEARCH

The undersigned Clerk hereby certifies the following results of a diligent search of the records of this Court:

#### **Criminal Cases:**

#### Civil Cases:

A.	[ <b>√</b> ]	No Case Found.	A.	<b>[\sqrt</b> ]	No Case Found
В.	1.	Criminal Case No.	В.	1.	Civil Case No.
	2.	Criminal Case No.		2.	Civil Case No.
	3.	Criminal Case No.		3.	Civil Case No.
	4.	Criminal Case No.		4.	Civil Case No.
	5.	Criminal Case No.		5.	Civil Case No.
	Crimi	nal Record: Page of		Civil l	Record: Page of

Request for further information may be addressed at the Records Division of the Superior Court of Guam, Guam Judicial Center, 120 West O'Brien Drive, Hagatna, Guam. Hours of operation are Monday - Friday, 8:00 a.m. to 5:00 p.m. Closed Saturday, Sunday and local/federal holidays. Court Clearances are Non-Refundable.

Dated: 12/27/2012

RICHARD B. MARTINEZ

**Clerk of Courts** 

BY:

JEANETTE B. ROBERTO

Deputy Clerk

Prepared By: JBR

