

WORK EXPERIENCE SHEET

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

2. 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: July 2023-August 2023
- Position: Student Intern
- Name of Office/Unit: Extension Department
- Immediate Supervisor: Jedess Miladel P. Solomon
- Name of Agency/Organization and Location: National Abaca Research Center, VSU, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Managed Social Media Posts
 - Designed publication materials for social media posts
 - Wrote articles on Abaca Technologies
 - Pretested NARC instructional materials and brochures
- Summary of Actual Duties
 - Responsible for the management of the social media postings and articles that are necessary for disseminating information on abaca production and the initiatives of NARC to champion the abaca industry in the country

- Duration: September 2019- August 2024
- Position: Amaranth Correspondent, News Editor, Business Manager
- Name of Office/Unit: Editorial Board
- Immediate Supervisor: Ulderico B. Alviola
- Name of Agency/Organization and Location: Amaranth
- List of Accomplishments and Contributions (if any)

Wrote and edited articles for the publication, managed transactions inside and outside the publication, member of the editorial board
- Summary of Actual Duties

Responsible in processing the administrative transactions of the publication, and a former News Editor where I lead my fellow staffers in major coverages and writing stories that matter to the Viscan Community



RYAN SPENCER P. SECADRON

(Signature over Printed Name
of Employee/Applicant)

Date: August 02, 2024