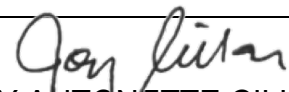


WORK EXPERIENCE SHEET

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: June 1, 2018-present
- Position: Instructor II
- Name of Office/Unit: Department of Mathematics and Sciences, School of Arts and Sciences
- Immediate Supervisor: Kristilynn Saavedra
- Name of Agency/Organization and Location: University of San Jose-Recoletos, Cebu City
- List of Accomplishments and Contributions (if any)
 - Co-authored three published researches in peer-reviewed academic journals.
 - Presented research findings in research conferences
 - Mentored students in their undergraduate thesis
 - Organized academic contests such as Sudoku, Rubik's Cube and Math Quiz Bowl
 - Coached the university's representatives in the CESAFI Sudoku Challenge 2019 and 2020
- Summary of Actual Duties
 - Responsible for preparing and delivering lectures in various courses; creating and grading student assignments, quizzes, exams, and outputs, providing timely and constructive feedback; effectively incorporating technology into teaching practices to enhance student learning; providing academic advising and mentorship to students and assisting them in their undergraduate theses; designing, revising and updating course syllabi; attending workshops, trainings, seminars and conferences to enhance teaching and research skills; actively participating in departmental and institutional activities; and helping organize student and faculty-related activities.



JOY ANTONETTE CILLAR

(Signature over Printed Name
of Employee/Applicant)

Date: 07/03/2024