

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: September 28, 2020 – December 30, 2020
- Position: PhilSys Registration Officer II
- Name of Office/Unit: Philippine Statistics Office
- Immediate Supervisor: Jessamyn Anne C. Alcazaren
- Name of Agency/Organization and Location: Philippine Statistics Authority Bohol – Philippine Identification System, Tagbilaran City, Bohol

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 1. Monitor the performance of the assigned pre-registration team.
 2. Links between the Provincial Focal Person and enumerators.
 3. Reports to the Focal person with any urgent problems/concerns relating to PhilSys implementation.
 4. Coordinate with the Barangay Chairperson and the other barangay officials regarding the conduct of pre-registration activity in the barangay.
 5. Accompany the enumerators for a courtesy visit and during the house-to-house pre-registration of PhilSys registrants.
 6. Allocate and distribute the materials needed by the enumerators.
 7. Report to the ISA I regarding the technical problems related to the tablet-based pre-registration system.
 8. Performed other related activities that may be assigned by the Provincial Focal Person.

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- Duration: January 1, 2020 – July 31, 2020
 - Position: Substitute Instructor I
 - Name of Office/Unit: Department of Animal Science
 - Immediate Supervisor: Dr. Julius V. Abela
 - Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

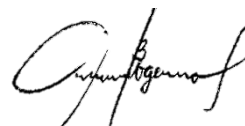
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 1. Handled different lecture and laboratory classes.
 2. Assists students in performing laboratory exercises.

3. Develops new learning instructional materials
4. Manages the swine production project.
5. Advises students for their undergraduate Field Practice manuscripts.
6. Secretary of the Department of Animal Science.

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- Duration: August 1, 2019 – December 31, 2019
 - Position: Substitute Instructor I
 - Name of Office/Unit: Department of Animal Science
 - Immediate Supervisor: Dr. Julius V. Abela
 - Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- Summary of Actual Duties

1. Handled different lecture and laboratory classes.
2. Assists students in performing laboratory exercises.
3. Develops new learning instructional materials
4. Manages the swine production project.
5. Advises students for their undergraduate Field Practice manuscripts.
6. Secretary of the Department of Animal Science.



RONEL B. GEROMO

(Signature over Printed Name
of Employee/Applicant)

Date: January 15, 2021