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| ***WORK EXPERIENCE SHEET***  ***Attachment to CS Form No. 212*** |
| ***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.* |
| **{% tr for item in row\_contents %}** |
| * Duration: {{ item.date\_from}} - {{ item.date\_to}} * Position: {{ item.position\_title }} * Name of Office/Unit: {{ item.name\_of\_office\_unit }} * Immediate Supervisor: {{ item.immediate\_supervisor }} * Name of Agency/Organization and Location: {{ item.department\_agency\_office\_company }}, {{ item.agency\_address }}, * List of Accomplishments and Contributions (if any)   + Created layouts for tarpaulins, signages, etc. for events and office needs.   + Created TV Presentations for office activities.   + Troubleshoot computers, printers, network, etc.   + Generated necessary reports using excel and google sheets.   + Created an online form and database for employee profile.   + Created certificate generator.   + Assisted in technical aspect during seminars.   + Troubleshoot of computers, printers, network, etc. * Summary of Actual Duties   + Responsible for creating graphic illustrations, report generation and assisting in technical aspects like troubleshooting of software and hardware. |
| **{% tr endfor %}** |

***Attachment to CS Form No. 212***

{{ full\_name }}

(Signature over Printed Name

of Employee/Applicant)

Date: {{ date\_now }}