|  |
| --- |
| ***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 02,2019 – present
* Position: Master Teacher I
* Name of Office/Unit: ABC National High School
* Immediate Supervisor: Mark S. Capistrano
* Name of Agency/Organization and Location: Department of Education, El Salvador City
* List of Accomplishments and Contributions (if any)
	+ Organized LAC sessions based on HRD plan SY2019-2020
	+ Conducted Annual school - based SBM evaluation
* Summary of Actual Duties
	+ Ensure delivery of quality basic education. Observes classes/teachers for effective and competent delivery of the curriculum. Coordinates with the subject area division supervisors in preparing teacher training and implements school policies and regulations.
	+ JHS Assistant Principal
	+ M & E Coordinator
	+ School Treasurer
	+ LAC Coordinator
 |
| * Duration: August 20,2012 – September 01, 2019
* Position: Teacher I
* Name of Office/Unit: ABC National High School
* Immediate Supervisor: Sonia P. Go
* Name of Agency/Organization and Location: Department of Education, El Salvador City
* List of Accomplishments and Contributions (if any)
	+ Innovated instructional materials for Grade 7 Math
	+ Conducted action research on learning strategies of Grade 7 learners
* Summary of Actual Duties
	+ Provide basic quality education for learners, facilitate, monitor and evaluate.

 |

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

 **JUAN S. CRUZ**

(Signature over Printed Name

of Employee/Applicant)

 Date: \_January 27,2021\_\_