



VISAYAS
STATE UNIVERSITY

December 27, 2024

Dr. Prose Ivy G. Yepes

President
Visayas State University
Visca, Baybay City, Leyte

Thru: Lijueraj J. Cuadra

Head, Dept. of Agricultural Education and Extension
Visayas State University
Visca, Baybay City, Leyte

Dear Pres. Yepes:

A pleasant new day to you, Madame President...

This has reference to the call for Part Time Instructor posted at DAEEx, please consider me as one of the applicants. I applied in connection with my return service after completion of my study leave under VSU Fellowship Grant, and my passion to help mold the young minds of future community engagement leaders. I wish to be part of the teaching service providers under the DAEEx that Headed by Dr. Lijueraj J. Cuadra. I have completed my Master of Management Degree in Rural Development Management, and PhD in Development Studies with double cognate on Strategic Development and Policy Studies and Development Communication, and courses on Community Development and Extension at the University of the Philippines Los, Baños, Laguna.

During my stint at VSU, I had multi roles as regular faculty under the Research Office with the following relevant Tasks assigned which I applied for the part time job. Other than being the Director for Research and Development in 2012 -2016, and 2021-2024, I was assigned to handle the following undergraduate and graduate courses at the following academic units: at Home Science: Euthenics 11,12,13,14 early 90s; at DLABS: Psychology11, and Sociology 11 (1998-2008); College of Nursing: Writing Research Proposal and Research Project Management (Team Teaching); at CME-DBM: Dynamics of Management 2001-2003; Human Behavior in Organization, Administration and Management; at DAEEx; Social Research, Planning and Administration of Extension Program; Leadership and Organization of Extension Program; On top of these, I also headed three other assigned offices: Grants Development Office, RDE Network Office, VICARP Regional Research and Development Coordination Unit. I also handled extension services with support from the VSU Credit and Development Cooperative.

I believe that with my long experience both in teaching, administration and management, I can best help the DAEEx in charting its programs towards the 4.0IR and 5.0 Education direction. And most importantly in shaping the young minds towards community engagement and development orientation. Attached is my PhD Certificate of Completion. My Diploma and TOR will be available after our graduation ceremony which is on August 3, 2024. Also attached is my recent personal data sheet since my previous personal data

sheets are already at the VSU Records Division. And this should give you some idea of my educational qualifications and experience.

I am open for an interview at a time most convenient to you.

Thank you.

Very truly yours,



ROSA OPHELIA D. VELARDE

Doctor of Philosophy in Development Studies

Contact #: 0977 387 3556

Email address: rosa.velarde@vsu.edu.ph