

May 16, 2021

DR. ELIZABETH S. QUEVEDO

Department Head
Department of Pure and Applied Chemistry
Visayas State University
Visca, Baybay City, Leyte

Dear **Dr. Quevedo**:

Good day!

In reference to the vacant positions posted at VSU website, I would like to express my interest in applying for **Instructor I** (Regular) in your department. I am passionate to teach and impart the knowledge I gained to young students. While I do not have teaching experience yet, I believe that my experience in laboratory, research, and extension will help me in performing my responsibilities as an instructor.

I obtained my bachelor's degree in Chemistry at Visayas State University (VSU), Visca, Baybay City, Leyte on April 2012 and passed the Chemistry Licensure Exam on October 2016.

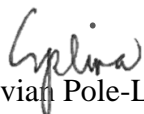
In 2012, I worked as a Science Research Assistant on a research project at VSU which made me more experienced to do research work. I also worked in the Department of Science and Technology-National Capital Region (DOST-NCR) which honed my skills in Monitoring and Evaluation (M&E) and Training Management.

Currently, I am pursuing MS Chemistry at University of San Carlos-Talamban. I have completed already my academic requirements including comprehensive exams, and still working on my thesis.

Equipped with academic qualifications and relevant skills, I believe that I can perform the duties and responsibilities of the abovementioned position. Please be rest assured that I will uphold the key objectives of the department/university in bringing quality research and education.

Attached are my pertinent documents. Thank you.

Sincerely yours,


Vivian Pole-Lina