

December 21, 2024

DR. CHERYL C. BATISTEL

Department Head
Department of Biological Sciences
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Batistel,

I am writing to express my interest in the position of Instructor at the Department of Biological Science at Visayas State University. With a strong background in biological sciences and a passion for teaching, I am excited about the opportunity to contribute to your esteemed department.

I hold a Bachelor's degree in Biology from the University of the Philippines Tacloban College, where I developed a solid foundation in various biological disciplines, including microbiology, ecology, botany, and zoology. My academic journey has been complemented by several accomplishments and experiences that I believe make me a strong candidate for this position.

I have been involved in the University of the Philippines College Admission Test (UPCAT) Review Initiative in our city, where I served as a tutor. This initiative aimed to prepare high school students for the UPCAT, and I had the privilege of mentoring and guiding students through rigorous academic preparation. Additionally, I was also a tutor for Biology in the DOST-JLSS 2024 National Review and Examination Initiative in Region 8.

Furthermore, I completed an internship at the Marine Science Institute's Marine Pharmacognosy Laboratory. During this internship, I gained hands-on experience in marine biology research, focusing on the discovery and analysis of bioactive compounds from marine organisms. This experience not only enhanced my research skills but also deepened my appreciation for the intricate relationships within marine ecosystems.

I am confident that my academic background, teaching experience, and research skills make me a suitable candidate for the instructor position. I am eager to bring my enthusiasm for biological sciences and my commitment to student success to Visayas State University. I also look forward to discussing how my experiences and qualifications align with the goals of your department.

Thank you for considering my application. I am excited about the possibility of contributing to the academic community at Visayas State University and am available at your earliest convenience for an interview. For more information please contact me at 0907 448 2879 or via email at alexagailrojas01@gmail.com.

Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,


ALEXA GAIL L. ROJAS
Applicant