

06 July 2023

ELIZABETH S. QUEVEDO

Department Head

Department of Pure and Applied Chemistry

Visayas State University

Visca, Baybay City, Leyte

Dear Ms. Quevedo

I am writing to apply for the position of Part-time Instructor for Chemistry at DOPAC - VSU. Although I do not possess a Master's degree or formal teaching experience, my background as a laboratory supervisor has equipped me with valuable skills and knowledge that I believe make me a suitable candidate for this role.

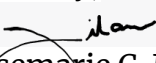
As a laboratory supervisor at F.A.S.T. Laboratories - Cebu, I was responsible for overseeing and managing laboratory operations. This role involved ensuring the safety and proper usage of equipment, coordinating experiments, waste management and assisting students in conducting practical exercises. Through this experience, I developed strong organizational skills, attention to detail, and the ability to effectively communicate and support students in a laboratory setting.

I am passionate about chemistry and committed to creating an engaging and inclusive learning environment. I am eager to share my knowledge and enthusiasm for the subject, and I am open to utilizing modern teaching methods and technologies to enhance the learning experience for students.

I am excited about the prospect of joining the esteemed faculty at the Department of Pure and Applied Chemistry as a Part-time Instructor. I believe that my practical experience, dedication, and strong interpersonal skills make me a valuable asset to the chemistry department. I would be grateful for the opportunity to discuss how my qualifications align with the requirements of the position in more detail. Please feel free to contact me at your convenience to schedule an interview or request any further information.

Thank you for your time and consideration.

Sincerely,


Rosemarie C. Milano