



Daniel C. Lor

July 20, 2024

Charlie S. Andan
Head, Department of Meteorology
Visayas State University

Dear Mr. Andan,

I am writing in response to your job posting for a Part-time Instructor position in <https://jobs.vsu.edu.ph/>. I am confident that my expertise in teaching makes me one of the ideal candidates for the position.

I am currently an Instructor of the same unit and been connected to the Visayas State University since 2016. During this period, I have been able to develop a deep understanding of effective teaching techniques, as well as a strong sense of classroom management. As a result, I am able to keep students engaged and motivated while delivering high quality instruction. Please see my attached Teaching Performance Evaluation by Students (TPES) Summary of Rating and Class Observations by Supervisor Results as proof of my performance.

However, due to the non-renewal of my appointment effective August 1, 2024, I will not be able to continue my service in the university. Hence, this job application.


On top of my teaching experience, I am also an extremely organized and detail-oriented person. I have a knack for noticing the minute of details that are often overlooked, which makes me well suited for the fast-paced environment of a classroom. I am also able to handle multiple tasks at once, allowing me to adjust to any challenging situation.

I believe I have the qualifications, experience, and passion to continue my positive contribution to the Department of Meteorology. Please find my resume and other relevant documents attached. I look forward to discussing my application further with you.


Sincerely,



Daniel C. Lor



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