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August 31, 2022

To: **ELVIRA L. OCLARIT**  
Department Head  
Department of Pest Management  
Visayas State University  
Visca, Baybay City, Leyte

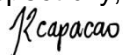
A pleasant Day!

I am Roda G. Capacao, an MS Candidate in Plant Pathology at the University of the Philippines Los Baños. Currently, I am looking for a job wherein my background skills and abilities fit in. In line with this, I have read the announcement of vacant position in your good office. Hence, I am applying for an Instructor position (part- time).

I finished my Bachelor's degree in Agriculture major in Plant Protection (Cum Laude) at the Visayas State University, Visca, Baybay City Leyte. I was awarded with honor graduate eligibility (PD907) and passed the board exam last June 2015. After I graduated, I had worked for two years (2015-2017) in the Philippine Rice Research Institute Central Experimental Station and have participated in research, trainings and seminars in PhilRice-CES. After which, I pursued my Master's Degree in the University of the Philippines Los Baños and finished all my coursework, with remaining thesis unit due to the limitations brought by the Covid-19 pandemic. Please see attached files for your reference.

It is my pleasure to be interviewed for the position that I am applying for. I am passionate with the opportunity for me to apply my knowledge, skills and abilities relating to the position and I am very much willing to learn more from your good office. If you have questions concerning my qualifications and credentials, please call or email me at capacaoroda@gmail.com. Thank you for your time. I look forward to hearing from you in the near future.

Respectfully,



RODA G. CAPACAO