

Jay Bernard T. Cutamora

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January 17, 2021

Dr. Ulysses A. Cagasan

Department Head

Department of Agronomy

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Cagasan;

Good day!

I am writing to express my sincerest interest to apply as an Instructor at the Department. I graduated with the degree of Master of Science in Agronomy minor in Horticulture last June 2020 and a Licensed Agriculturist since June 2016. I would be honored to join the Agronomy family as an Instructor.

I was once working as a Part-Time Instructor in the Department of Agronomy, Visayas State University, last 2016 - 2017 before I took my master's degree in which I think can help me in this undertaking. After my graduate studies, I also become a Part-Time Instructor in the department from April 2021 to December 2021. I am also a National Certificate III holder in Agricultural Crops Production. It is a great challenge for me, though, to learn new things so I can further build my confidence and perform well to the best of my abilities and your expectations. I can assure you that my earnest desire to work and the knowledge and skills I gained from my graduate studies, backed-up with my job experience, can significantly help answer the needs of the position.

Attached are my credentials for your reference.

Thank you for your time and consideration.

Sincerely,



JAY BERNARD T. CUTAMORA

Applicant