

December 31, 2023

Prof. EPIFANIA G. LORETO

Department Head

Department of Civil Engineering

Dear **Prof. Loreto**,

Salutations to you and your good office. I am **Ar. Raffy Andrew G. Loreto**, a licensed Architect and Master Plumber, and I am sending this letter of application as I saw an opportune opening for a part time teaching position in your department.

I am a former Instructor for the Visayas State University – Department of Civil Engineering for 9 years, teaching various courses such as Engineering Drafting, Engineering Utilities, Quantity Surveying, and some of the Specialization Courses under the Construction Engineering and Management Track of the program. Furthermore, I previously aided the department in its pursuit to provide better services to its stakeholders through the improvement of facilities and management and utilization of classrooms and laboratories. Also, I have aided the department in some of its projects showcasing student works and activities. With this, my expertise and commitment would prove to be beneficial not only to the department but also to the university.

If given an opportunity, I am more than eager to teach and train our next generation of professionals backed with not only my experience as an Instructor but also as a practitioner of the Construction Industry.

I hope that this will suffice to be included in your selection for the position. For further inquiries, I am readily reachable through my email: raffyandrew.loreto@vsu.edu.ph and through my personal phone number: + 639178634451.

Thank you and have a great day ahead.

Sincerely,

RAFFY ANDREW G. LORETO