

July 11, 2024

LUZ G. ASIO

Head, Department of Agronomy
Visayas State University
Visca, Baybay City, Leyte

Dear Maám:

Greetings!

I am writing to inform you of my interest to apply for Instructor II position currently available in your department.

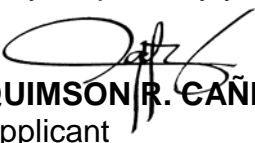
I am Quimson R. Cañete, 32 years young, a resident of Brgy. Sta. Cruz, Baybay Leyte. I earned my master's degree in agronomy and bachelor's degree in agribusiness at Visayas State University in Baybay City, Leyte.

Through years of teaching, I have greatly improved my leadership and interpersonal skills, all of which are essential, allowing me to build rapport and guide a diverse group of people. More so, I am confident with my strong educational qualification, curriculum development, experience and capabilities would be a good match to the position. Further, my strong initiative and organizational capabilities, along with the ability to work well under pressure, allow me to contribute a vital role in fast-paced teaching environment.

A tour through my enclosed personal data sheet along with the other documents shall familiarize you with my credentials. Enthusiastically, I welcome the opportunity to discuss with you personally how my skills and strength can best serve the institution.

I am hoping that this application will be given a favorable recommendation. Thank you very much!

Very respectfully yours,



QUIMSON R. CAÑETE

Applicant

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