

August 12, 2024

Dr. Cheryl C. Batistel
DBS Department Head
Visayas State University, Baybay
Pangasugan, Baybay City, 6521 Leyte

Dear Dr. Batistel,

I am writing to express my interest in the part-time instructor vacancy posted on the VSU job portal. Despite my lack of experience in teaching, I am confident enough to say that I'm a suitable candidate for the job.

I graduated in 2023 from Visayas State University in Baybay with a bachelor's degree in biology and a major in zoology. For the past months, I have been working as a customer service associate at a multinational pharmaceutical company, where my main goals for the job were to present and promote pharmaceutical products to healthcare professionals through consistent face-to-face coverage. During this time, I have improved my communication skills as well as developed a sense of commitment to establishing solid relationships with healthcare professionals. With the nature of the job, I had minimal supervision, allowing me to develop keen time management, organizational, and problem-solving skills. I believe that with the transferable skills that I have gained from my previous job experience, I will be able to adapt to the nature of teaching.

Beyond my work experience, I am a detail-oriented individual and have a knack for creativity. I am adaptable and teachable, making me well suited for the job. I believe that my qualifications and experience can make a positive impact on the department.

Thank you for your time and consideration.

Respectfully
Cabanero, Louis Nino. C.