

March 25, 2021

Dr. Analyn M. Mazo  
Department Head  
Department of Biological Sciences  
Visayas State University  
ViSCA, Baybay City, Leyte

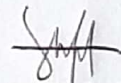
Dear Ma'am,

My name is Francia Marie D. Jose. I am 30 years old, married and a resident of Purok Jasmin, Cogon, Ormoc City, Leyte. I graduated as cum laude at the Visayas State University, ViSCA Baybay City, Leyte with a degree of Bachelor of Science in Biology major in Ecology last April 2011. I have an experience in online teaching at the Department of Biological Sciences of the Visayas State University as a part time instructor for the first semester of SY 2020-2021.

In this regard, I would like to apply as an instructor in this distinguished institution. Please see the attached resume and TOR for further information on my educational and employment background.

Thank you, more power and God Bless.

Sincerely yours,



Francia Marie D. Jose

Applicant