

ALDWIN PAUL M. PARAC

aldwindwin@gmail.com | 0997-551-6817

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Aljay D. Valida

Department Head

Department of Horticulture

Visayas State University

Visca, Baybay City, Leyte

Subject: Application for Instructor I (Horticulture Permanent Position)

Dear Mr. Valida,

I am writing to apply for the permanent **Instructor I position** specializing in Ornamental Crop Physiology/Production as advertised. As a **PRC-licensed Agriculturist (RA 1080)** holding both a **Master of Science in Horticulture** and **Bachelor of Science in Agriculture (Major in Horticulture)** from Visayas State University, I possess precisely the qualifications and competencies required to excel in this role. My academic focus on ornamental crops, combined with hands-on experience at VSU, aligns perfectly with the department's needs.

Qualifications Summary:

1. EDUCATION:

- **MS Horticulture (VSU)**
- **BS Agriculture, Major in Horticulture (VSU)**

2. EXPERIENCE:

- **3+ years integrated ornamental crops experience** through:
 - Field production work during undergraduate practicums
 - Technical assistance at VSU's Department of Horticulture (2021-present)

3. TRAINING:

- **48+ hours of specialized training** through ATI, BAFS, and TESDA programs (certificates enclosed)

4. ELIGIBILITY:

- **PRC Licensed Agriculturist** (License No. 0027403)

Core Competencies Demonstration:

- **Exemplifying Integrity:** Maintained ethical standards as VSU Graduate Teaching Assistant handling academic materials
- **Service Excellence:** Streamlined documentation processes during Part-time Clerk role at VSU Horticulture Department
- **Communication Savvy:** Presented research findings at 3 regional symposia; advised 50+ dormitory residents
- **Interpersonal Skills:** Collaborated with multi-disciplinary teams on crop trials
- **Gender-Responsiveness:** Integrated gender perspectives in dormitory conflict resolution as Assistant Adviser

Functional Competencies Application:

- **Instructional Material Development:** Created digital learning resources using Canva/MS Office during teaching assistantship

- **ICT Integration:** Utilized statistical software for crop data analysis and digital teaching tools
- **Project Execution:** Managed ornamental plot trials from planting to data collection
- **Extension Readiness:** Trained in ATI's technology transfer methodologies

Enclosed Documents:

1. Application Letter
2. Comprehensive Resume
3. Transcript of Records (BS and MS)
4. PRC Agriculturist License
5. TESDA NC II Certificates
6. Training Certificates (BAFS, ATI, etc.)

I have submitted these materials via VSU HRIS (jobs.vsu.edu.ph) and am available for immediate interview. My deep familiarity with VSU's academic environment and ornamental crops research makes me uniquely positioned to contribute from day one. Thank you for considering my application.

Sincerely,



ALDWIN PAUL M. PARAC

PRC Agriculturist License No. 0027403