

Jovy Caorte

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Dear Dr. Analyn M. Mazo,

I am writing to express my interest to apply as a part-time instructor in the Department of Biological Sciences, I saw my previous instructor post on her social media account that the department is looking for a part-time instructor in a certain field.

I recently graduated at Visayas State University, Baybay Campus under the degree program Bachelor of Science in Marine Biology earlier this month. During my college days I become an officer on the student council so when it comes to leadership and speaking in front of the crowd it is not a problem to me at all, and also I work as a part-time customer service representative last year which enhances my problem-solving and critical thinking skills.

Taking Marine Biology is not an easy task because some of the people do not know about this field and that is why you keep on explaining when someone ask about it and some of the students who took this program is just curious as I am before and with this I want to help them feed their curiosity and make them appreciate the beauty of this degree program.

I also believe that teaching is a two-way process, the students learn from the teacher and the teacher also learn from its students and with this I want to expand my learnings about my choosen field, gather more knowledge and experience in which I can also use for my future career and also help inspired someone and make them fall in love to their choosen field.

Thank you for taking time reading my cover letter, I am looking forward in helping your department build the future of the aspiring marine biologist.

Please find my resume attached. And since the transcript of records is currently unavailable I attached the screenshot of my grades from our university portal from a separate pdf file.

Have a great day.

Sincerely,

Jovy Caorte