

July 16, 2025

**MARIA JULIET C. CENIZA**

Department Head

Department of Pest Management

Visayas State University

Visca, Baybay City, Leyte

Peace and all good to you!

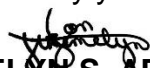
Please accept this letter expressing my interest of applying for Part-Time Instructor in Department of Pest Management. I am Remelyn S. Adlawon, a graduate of Bachelor of Science in Agriculture major in Plant Protection specializing Plant Pathology. I live in Brgy. San Juan Baybay City, Leyte. I have undertaken a Summer Practicum and On-The-Job Training during my third year in college which I believe I can apply while working in your office. I was a President of the organization in Department of Pest Management during college. I also work as Administrative Support Staff in Pansagan Elementary School where I handled different paper works and liquidation reports.

It is one of my goals in life to work in your institution wherein I can hone and develop my skills related to my course. Moreover, I am yearning to learn more and explore other strategies unknown to me. Thus, hoping for your positive response to this application.

I appreciate your consideration and look forward to discussing this opportunity with you at your convenience. Please let me know if there is any information I can provide that will help you reach your final decision.

Thank you very much for your time and consideration.

Respectfully yours,



**REMELYN S. ADLAWON**

Applicant