

January 5, 2024

Dear Hiring Manger,

I am writing this to express my interest in the role advertised on your institution as Instructor I at the College of Agriculture in Visayas State University. As a graduate in Bachelor of Science in Agriculture major in Horticulture from Agusan del Sur State College of Agriculture and Technology, I am excited about the opportunity to apply my skills and knowledge in a professional environment.

During my academic career, I have gained valuable experience through various internship and volunteer work; I have developed a strong work ethic and attention to detail. I was once a Provincial Government of Agusan del Sur (PGAS) scholar and recently, I passed the Licensure Examination for Agriculturist (LEA) and now I am officially Registered Agriculturist. I believe that my academic achievements coupled with my work experience make me an ideal candidate for this position, I am quick learner and passionate about contributing to the success of this institution. I am excited to have the opportunity to work with a team of professionals and to share my gained knowledge and learn from the best in the industry.

I look forward to the opportunity to discuss my qualification and experience further. Thank you for considering my application. Please find enclosed my resume for your review. I can be reached via email at your email or by phone at your phone number. I enthusiastically look forward to hearing from you soon.

Sincerely,


RONNIE R. FRANCISCO
Applicant

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