

Joey N. Vatulan

Baybay City, Leyte, Philippines 6521

joeyvatulan13@gmail.com

09623174708

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Mr. Mark Ryan R. Tripole

Department Head

Department of Pure and Applied Chemistry

Visayas State University

Visca, Baybay City, Leyte

Dear **Mr. Tripole**,

I'm writing to express my interest in the available part-time instructor position in your esteemed department. As a recent graduate of the Department of Pure and Applied Chemistry (DoPAC) of Visayas State University, I'm eager to apply the skills and knowledge I acquired throughout my bachelor's degree to help foster a productive and positive learning environment for students. I fully understand the duties and responsibilities that comes with this role and believe that my skills to communicate effectively, adapt to various learning methods and strategies, utilize digital platforms to supplement learning, and effectively manage diverse group of people would be beneficial to the department. I also see this opportunity as a stepping stone for fresh graduates like myself to gain firsthand experience of the work setting and collaborative insights of experienced teaching faculty and staff. I also recognized that their expertise will aid me towards my personal and professional growth and help strengthen my work ethics.

In the job description posted on the Visayas State University's website, it was profound that you're seeking for a candidate who exemplify integrity, has strong work ethics and professionalism, communication savvy, and committed in promoting cultural and gender equality and development. Throughout my bachelor's degree and basic education, I've been actively working with organizations that focus on student welfare and development. My leadership experiences, have highlighted service with in integrity, respect and accountability. Additionally, I've collaborated with fellow students through tutorials, where I demonstrated flexibility in time scheduling and adhere ethical principles and values while ensuring the adherence and relevance of learning materials.

I am very excited about the opportunity to take on this role, as this will mark my first professional position. My academic background and involvement with various extracurricular activities have fueled my passion for education and teaching to contribute engaging learning environment.

Thank you for taking the time to review my application. Should you have any questions, please feel free to contact me through my phone number or email. I look forward to hearing from you and learn more about this opportunity.

Sincerely,

JOEY NAYRE VATULAN

Applicant