

REYNAND EDAR CORPUZ

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August 15, 2024

JAMES A. PATINDOL

Head

Central Analytical Service Laboratory

Visayas State University

Visca, Baybay City, Leyte

Dear Mr. Patindol,

Good day Sir! I am Reynand E. Corpuz, a licensed chemist from Hilongos, Leyte, and it came to my attention that the Central Analytical Service Laboratory was hiring chemist for the position of Science Research Specialist II. I am writing to express my interest in the said position, and I see it as an opportunity—to grow as a chemist and to exercise my passion for chemistry while contributing to the department in the very process.

I graduated on August 2022 and as soon as that time, I worked as Part-time Instructor in the Department of Pure and Applied Chemistry at the Visayas State University – Baybay. With that experience, I learned how to adapt and uphold myself as a professional. The very experience had given me versatile skillsets such as good pressure and time management (especially in the finalization and submission of grades), communication skill and comprehension (which very vital especially when you are teaching). As a part-time instructor, I was teaching inorganic, organic and biochemistry laboratory classes to biology, food technology, agriculture and math students.

Furthermore, I am currently working as Chemist I (Job Order) at National Food Authority – Region 8 in Palo, Leyte. As such, I am the one responsible in conducting the monthly palay and rice analysis on samples that are come from different NFA warehouses in the whole Eastern Visayas. Aside from analysis

During my undergrad years, I was a DOST Scholar and when I graduated, I was distinguished as one of the *Cum Laude*'s of our batch. I just also recently passed the December 2023 Chemist and Chemical Technician Licensure Examinations (with a rating of 84.60% and 89.00% respectively), which perhaps, solidify me as the potential candidate you're looking for.

I am positive that my aforementioned skills and my genuine motivation to grow professionally would move you to consider me as the new chemist the CASL needed. I am looking forward to your response and be interviewed. Please see the attached resume for more information. Thank you very much for your time.

Sincerely,



Reynand E. Corpuz, RCh