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Prof. Epifania G. Loreto  
Department Head  
Department of Civil Engineering  
Visayas State University  
Visca, Baybay City, 6521

Dear Prof. Loreto,

I am writing to express my interest in the position of Part-time Instructor in the Department of Civil Engineering at Visayas State University as advertised on the university website. With a solid academic background, and years of dedicated teaching experience, I am enthusiastic about the prospect of contributing to the academic community.

I have finished Bachelor of Science in Civil Engineering from Visayas State University and completed 30 units toward a Master of Science in Civil Engineering from University of the Philippines–Diliman. These have equipped me with advanced knowledge and a specialized focus on Transportation Engineering and position me as a qualified candidate ready for teaching civil engineering students.

During my three years of teaching experience, I have had the privilege of instructing and mentoring students in the bachelor's program of civil engineering, fostering an inclusive and dynamic learning environment. I am committed to offering excellence in teaching, with an emphasis on encouraging critical thinking, problem-solving, and practical application of theoretical concepts.

Thank you for considering my application.

Sincerely,



Lindy Jane L. Ando