

SHALOM GRACE C. SUGANO

Department Head
VSU Integrated High School
Visayas State University
Visca, Baybay City, Leyte

July 5, 2021

Dear Ma'am,

I am **ELPEDIO TOCO-VESERA, JR.**, graduate of **Visayas State University** with degrees of **Bachelor of Science in Agriculture**, major in *Agricultural Economics* and **Bachelor of Secondary Education** Major in *Agriculture and Fishery* with PRC license. I have a couple of MS units [Master of Education –English] in VSU but due to the pandemic decided to discontinue the program.

I would like to apply as an instructor in your prestigious university particularly in **VSU IHS**. I am engage in classroom teaching for quite a number of years in both Junior and Senior High School departments in a private institution here in our locality.

I am attaching my detailed CV below and should you find me a probable candidate, I will be handing-out the TOR personally for your perusal as soon as I receive response from your office.

Hoping to hear positive feedback the soonest time possible.

Respectfully,

ELPEDIO TOCO-VESERA, JR.