

June 30, 2023

DR. ELIZABETH S. QUEVEDO

Head, Department of Pure and Applied Chemistry
Visayas State University
ViSCA, Baybay, Leyte

Dear Dr. Quevedo ,

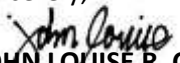
A pleasant day! I would like to apply a Part-time Instructor for the Department of Pure and Applied Chemistry of the Visayas State University. As requested, enjoined with this letter are the pertinent documents required to comply with the application process.

My name is John Louise R. Cabal, a graduate of BS in Chemistry and a former DOST-SEI RA 7687 Scholar from the Visayas State University. I am also a registered Chemical Technician, with a valid PRC license. I was able to serve as a part-time laboratory instructor for the Department of Pure and Applied Chemistry during the first semester of A.Y. 2020-2021, the first semester of A.Y. 2021-2022, and the first semester of A.Y. 2022-2023. I am looking for avenues to gain relevant experiences from, particularly in teaching/instruction. With my work experience focused mostly on laboratory instruction, I have come to appreciate the importance of working in the laboratory, especially in dealing with the necessary materials and methods to be used, overlooking the conduct of laboratory experiments, checking laboratory reports, generating relative course materials, and keeping close rapport with the laboratory stockroom personnel. I know that the role I am applying for will bring new challenges and opportunities, and I'll be able to manage. I think that, given my experience, I can easily adjust to the work environment and efficiently serve the clientele. Also, I believe your institution will give me the best avenue for growth as I would like to deal with both instruction and research in my career path. Likewise, I will exert my best efforts to meet your expectations in the case that I will be hired in your good office. I believe that with the proper trainings and seminars, which I would love to undergo, I could be an asset to your institution.

I can be reached anytime via email jlcabal38@gmail.com or my mobile number 09611414733.

Thank you for taking the time in reading my letter. More power and God bless.

Sincerely,


JOHN LOUISE R. CABAL

Applicant