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August 31, 2022

Dr. Suzette B. Lina
Department Head
Department of Soil Science
Visayas State University
Visca, Baybay City, Leyte,

Dear Dr. Lina:

I am writing for the position of Part-time Instructor at the Department of Soil Science. I graduated last 2015 with a Bachelor's degree in Chemistry and just recently attained my Master's Degree in Soil Science from Visayas State University. I have enclosed my resume and TOR (Transcript of Records) along with this cover letter for your consideration.

Over the past years, my college and MS course encompassed various areas in Soil Science and Chemistry as well as great deal of hands-on laboratory experience and short-term research which confirms that my academic background in Soil Science is good. After graduation, I worked as a part-time instructor at Visayas State University for about a year. I also worked in Philippine Associated Smelting and Refining Corp. Laboratory for almost 4 years. This work experience helped me a lot especially in improving my skills and knowledge especially in different kinds of analyses. I was also exposed to relevant trainings especially in using different instruments in the laboratory.

I am patient, dedicated, hardworking, enthusiastic and have the zeal to meet deadlines. I am passionate about teaching and have good communication and interpersonal skills as well. These traits of mine are good for teaching which can surely benefit the students and will surely encourage them as well as enhance their enjoyment and ability to understand the information they are provided.

Thank you for your time and consideration. If you would like to get in touch to discuss my application, you can contact me with this phone number 09351315130. I look forward to speaking with you about this employment opportunity.

Sincerely,



Dyana Rose Taripe Milleza