

September 22, 2022

Prof. Anatolio N. Polinar  
Head, Department of Forest Science  
Visayas State University  
Visca, Baybay City, Leyte

Dear Prof. Polinar:

I am writing to express my interest in your job posting for an Associate Professor position at the Department of Forest Science, Visayas State University. I am confident that my knowledge, training, and experience can be an asset to your department. Therefore, I would be more than grateful if you take the time to review my credentials before hiring the most qualified candidate for the job.


I am a registered professional forester with diverse work experience in instruction, research and extension, and humanitarian and development, which may benefit the department. My fieldwork and teaching experience will undoubtedly help bring out the best in students. Of great relevance to the position I am applying for is my five-year experience teaching forestry and environmental science courses as a substitute and part-time instructor at the College of Forestry and Environmental Science. I also have adequate research experience as a Research Associate in the GIS LiDAR project of DOST and a Science Research Assistant in the ACIAR Forestry Project. Furthermore, I have published five articles in international conference proceedings and tropical forestry research journals.

I understand the implications of being an Associate Professor, not only on the salary grade but, most notably, on the level of work expected. With a higher-level job comes great responsibility, accountability, and higher expectations from and for the organization. I believe the position if ever I am hired, would fan the flame in me to serve the college better.

If I am shortlisted for the teaching demonstration and interview for the selection process, please get in touch with me via phone or text at 0927 974 3424 or via e-mail at [samuel.bernaldez@vsu.edu.ph](mailto:samuel.bernaldez@vsu.edu.ph). Should I not receive any response, I hope it is okay if I contact you on September 30 (Friday), 2022, to follow up on this application.

Please refer to the attached curriculum vitae, certification of board exam rating, diploma, transcript of records, training certificates, and teaching performance evaluation by students for your perusal. Thank you, and I look forward to speaking with you about this teaching job opportunity.

Sincerely,



SAMUEL O. BERNALDEZ  
*Job Applicant*