

July 24, 2021

**ELIZABETH S. QUEVEDO**

Department Head

Department of Pure and Applied Chemistry

Visayas State University

Visca, Baybay City, Leyte

Ma'am Quevedo:

Greetings! I am Danica Ann Palma, a graduate of Bachelor of Science in Chemistry and now a licensed chemical technician. I would like to express my intent to apply as a part-time instructor at the Department of Pure and Applied Chemistry.

As someone who understands the importance of adapting to the students varying learning styles and the effective delivery of information, this is an excellent opportunity for me to continue fostering my interest in training young minds. From my previous experience as a laboratory instructor in the past semester, I have learned how to facilitate online learning through different platforms and how to continuously make adjustments in order to cater the students' needs of good quality education during this pandemic. I am aware of the difficulties that I may face as I navigate through this new mode of teaching but I am willing to learn more and adjust quickly to become an effective educator.

Also, I am thrilled for the opportunity to expand more with my knowledge and grow professionally from your institution as it has been my goal to pursue a career in the academe. With good trainings and enough experience, I believe I can be an asset of your institution and I will work hard to meet your expectations in case I will be hired in your good office.

I can be reached through this email, [thedanipalma@gmail.com](mailto:thedanipalma@gmail.com) and as requested, my personal data sheet is attached with this letter.

Thank you very much for considering my application and God bless!

Sincerely,



**DANICA ANN D. PALMA**

Applicant