

**Jacklyn E. Olaer**

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**Ulderico B. Alviola**

Department Head  
Department of Development Communication  
VSU Campus, Baybay City, Leyte

Dear **Dr. Alviola**

Greetings of peace and prosperity!

In response to the job vacancy, I am writing to express my sincere interest in applying for the position of Instructor I at the Department of Development Communication, Visayas State University Main Campus.

I hold a Bachelor's degree in Development Communication from Visayas State University - Main Campus and immediately pursued my Master's degree in the same field. Just recently, I completed my Master of Science in Development Communication under Graduate Education at VSU. This long academic journey has equipped me with essential knowledge and foundational skills in the effective use of communication, particularly in academic writing, communication theories, research, media and information literacy, monitoring and evaluation, interpersonal communication, and leadership. Moreover, it has strengthened my versatility across various fields, especially in agricultural extension, which served as my cognate. This gives me both the confidence and eagerness to apply what I have learned and contribute meaningfully to your department and its goals.

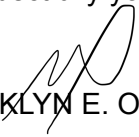
While I may not have formal work experience due to prioritizing my academic pursuits, I have gained relevant practical experience. I served as a resource speaker in a leadership training for farmers, presented my undergraduate thesis in an international conference, and interned at the University Integrated Media Center (UIMC) as a writer, editor, and archive assistant. Additionally, the rigorous research requirements during my MS years have contributed significantly to my personal and professional growth.

I am eager and fully committed to become part of the teaching faculty at the Department of Development Communication. I understand that this role comes with both challenges and responsibilities, but more importantly, I view it as a meaningful opportunity to begin my career in service to the university and its academic mission.

Thank you very much for considering my application. I look forward to the opportunity to further discuss how I can be of service to the department.

Thank you!

Respectfully yours,



JACKLYN E. OLAER