

September 8, 2025

ALJAY D. VALIDA, PhD
Department Head
Department of Horticulture
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Valida,

Good day!

I am respectfully applying for the position of Part-Time Instructor at the Department of Horticulture. I recently completed my Master of Science in Horticulture, specializing in Plant Tissue Culture, and officially graduated on July 24, 2025 at Visayas State University.

In addition, I had the opportunity to gain teaching experience during the 2nd Semester of Academic Year 2024-2025, where I handled classes under the Department of Horticulture. This experience strengthened my skills in delivering lectures, guiding students in practical applications, and fostering an interactive and productive learning environment. With my academic background, research training, and teaching experience, I am eager to contribute to the department by sharing both theoretical knowledge and practical expertise in horticulture.

Enclosed herewith are my curriculum vitae and other credentials for your review. I would sincerely appreciate the opportunity to discuss how I can be of service as a Part-Time Instructor in the department.

Thank you for considering my application. I look forward to your favorable response.

Sincerely,


JOHN EDRALD R. TORREÑA
Applicant