

Clark Jansen C. Pedarios

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3rd September 2022

Dr. Analyn M. Mazo

Department Head
Department of Biological Sciences
Visayas State University

Dear Dr. Mazo,

I am writing to you, to express my interest to be a part-time instructor of the Department of Biological Sciences, for the 1st semester of school year 2022-2023.

As a hopeful part-time college instructor, my undergraduate degree at Visayas State University which is a Bachelor of Science in Biology major in Zoology established the knowledge necessary in the field of science and also be able to effectively instill learning to the learners.

Moreover, during my undergraduate studies, we tackled topics related to zoology, general physiology, comparative anatomy and physiology, epidemiology, parasitology, human anatomy and physiology as part of the curriculum. I presumed that my knowledge and keen interest in those mentioned courses would guarantee the high quality of my teaching and that I would be an excellent addition to your faculty. Apparently, the schedule release for our TOR will be on September 22, and due to the busy schedule of enrollment, hence the university registrar cannot issue a certificate of grades. However, I'll submit the TOR once it is released. Perhaps if you may consider, I include a screenshot of my grades from the university's student portal, which covers the whole semester. Given that I am a fresh graduate, it would be my honor if I will be accepted as a part-time instructor of this great institution, considering that I still have a lot to prove.

I would appreciate the opportunity to discuss with you regarding my application. Looking forward to hearing from you soon.

Sincerely,

Clark Jansen C. Pedarios