

MA. NELIA N. LAGUE

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ENGR. ELDON P. DE PADUA

Department Head
Department of Agricultural and Biosystems Engineering
Visca, Baybay City, 6521 Leyte

Dear Engr. De Padua:

Greetings!

I am writing this letter to express my interest in applying as a part-time instructor of your department.

I am **MA. NELIA N. LAGUE**, 24 years old. I graduated with a degree of Bachelor of Science in Agricultural and Biosystems Engineering, *Cum Laude*, from Visayas State University last August 2022. I recently passed the Agricultural and Biosystems Engineer last September 2023. I am confident that through my experiences in my four-year tertiary education, I have gained ample knowledge, skills, and attitude which are vital for the position I am applying for. Throughout my education years, I also engage myself in various organizations which hone my initiative, interpersonal, and leadership skill. I take this opportunity through my chosen degree to expand and impart my knowledge, skills, and attitude in your company.

I would be glad to receive more information about this application process from your good office thru this email address nelialague1@gmail.com and contact number 0921-485-5002. Thank you for giving me the time to apply for this position.

I look forward to hearing from you.

Respectfully yours,


MA. NELIA N. LAGUE
Applicant