

August 13, 2024

GLAIZA ANDREA M. SITOY
Brgy. San Isidro
Palompon, Leyte 6538
sitoyglaiza@gmail.com
+639086399374

DR. CHERYL C. BATISTEL
Department Head
Department of Biological Sciences
Visayas State University
Visca, Baybay City, Leyte 6521

Dear Dr. Batistel,

I am writing this letter to express my interest to apply for the part-time instructor position in your department. I recently graduated with a bachelor's degree in Biology, majoring in Zoology, and I am eager to impart my knowledge, skills, and enthusiasm to your esteemed institution.

My academic journey has equipped me with a good foundation in various biological concepts. My undergraduate thesis focusing on the antimicrobial properties of sea urchins against a specific pathogenic bacteria allowed me to develop a good understanding in microbiology through hands-on laboratory experience. My experience has provided me with comprehensive understanding of experimental techniques, analytical and critical thinking, and scientific inquiry.

In addition, I completed an On-the-Job Training (OJT) at the Immaculate Conception Hospital Laboratory Department where it provided me an invaluable practical experience in blood tests, urinalysis, and fecalysis. This exposure to a healthcare setting enabled me to bridge the gap between theoretical knowledge and real-world applications of biological concepts.

I am a competent and organized person with a strong work ethic. I am eager to share my knowledge and enthusiasm for biology while also embracing opportunities to learn and grow as an educator. I am confident in my ability to inspire and guide students, and to contribute to an institution that values academic excellence, student success, and professional development.

Thank you for considering my application. Enclosed in this letter is my resume for your review. I look forward to the opportunity to contribute to the academic excellence in your department. God bless!

Sincerely yours,


GLAIZA ANDREA M. SITOY
Applicant