

MANUEL D. GACUTAN, JR.
Department Head
Department of Animal Science (DAS)
Visayas State University
Visca, Baybay City, Leyte

Dear Sir,

I am writing to you to express my desire to serve and reapply as a part-time instructor specialized in Animal Science. I just earned 21 units subject of education and passed the Licensure Examination for Teacher 2018 with a major in Biological Science.

I graduated from Visayas State University with a Bachelor Degree in Animal Science. I have experienced in Feeds Business (B-MEG) as a key Farm Account Technician assign in Northern Samar and also worked in Philippine Coconut Authority as a Contractual Coconut Development officer assign in Bato, Leyte. I believe that my working experience and instructional abilities acquired from my formal education combined with my seminar and training shaped me for being an effective and active future teacher.

Though I have a short period of teaching experience as a part-time instructor in your Department, I am willing to be trained and willing to undergo series of workshops and lectures if you may ask to do so when you hire me. I am ready to be shaped by the teacher programs you provide for your employees.

Attached in this letter is my resume which you can use for reference.

Thank you for considering my application. I am hoping for your favorable response.

Sincerely,

Eugenio B. Cagol III
Applicant