

31 December 2023

**Prof. Epifania G. Loreto**

Head, Department of Civil Engineering  
Visayas State University  
Baybay City, Leyte, Philippines

Dear **Prof. Loreto**:

Greetings!

I am writing to formally express my interest in applying for the part-time instructor position at the VSU Department of Civil Engineering (DCE). With a background in civil engineering and passion for teaching, I believe that my skills and experience align well with the requirements for this position. Having experienced as a part-time instructor for a semester at DCE, I am excited with the prospect of continuing this work to share my talents to the students.

During my previous tenure as a part-time instructor, I had the opportunity to engage with students and colleagues, and I gained valuable insights into the unique educational environment at Visayas State University. This experience allowed me to become familiar with the curriculum, teaching methodologies, and the dedicated community of the university. On top of that, I am passionate about education and take pride in creating an engaging and supportive learning environment with a focus on promoting critical thinking and problem-solving skills among students.

Thank you for considering my application. I am enthusiastic about the opportunity to continue contributing to the growth and success of the Department of Civil Engineering at Visayas State University.

Sincerely,



**JOHN RICK G. BALURAN**  
Applicant