

December 15, 2023

**DR. ANATOLIO N. POLINAR**

Department Head  
Department of Forest Science  
Visayas State University  
Visca, Baybay City, 6521-A  
Leyte, Philippines

Dear Sir,

Good day!

With utmost desire to be part of the Department of Forest Science staff, I am writing this letter to apply for the Part-Time Instructor Position in the Visayas State University.

I finished Bachelor of Science in Forestry last August 2023 at the Visayas State University (VSU) with good academic standing. The knowledge I have acquired in my bachelor's degree is very relevant for teaching. I am interested in working in this position because I believe I am equipped enough to handle this position. The knowledge I learned in my BS degree will be very helpful for instruction and research in the field of science.

Please look at my attached documents that includes curriculum vitae, transcript of records, and diploma for proof and reliability. I can be reach anytime at my email: [roque.bidon@vsu.edu.ph](mailto:roque.bidon@vsu.edu.ph) . Moreover, I am willing to attend for an interview to showcase my passion in teaching.

I am hoping that this application letter gets your attention, and I am looking forward to be part of your department.

Very truly yours,



ROQUE C. BIDON  
Applicant