

Application Letter

Purok Caimito
Brgy. Margen
Ormoc City, Leyte
August 15, 2023

ELIZABETH S. QUEVEDO, Ph.D.
Head, DoPAC
VSU Baybay City, Leyte


Dear Dr. Quevedo:

Good morning!

I am Remart S. Labador, a recent Bachelor of Science in Chemistry graduate of Visayas State University in Baybay City, Philippines. I would like to express my sincere desire to apply for the position of part-time chemistry instructor at your esteemed institution. I am interested in working at your institution because I believe I can share the knowledge I gained during my four years of chemistry study. It would be an honor if given the chance to be selected for your institution.

Feel free to contact me in this number 09997807053 or my e-mail address at reymartlabador65@gmail.com. Thank you for taking the time to consider my application. I'm hoping to hear from you soon.

Sincerely,


REMART S. LABADOR
Applicant



Contact

Phone

+639997807053

Email

reymartlabador65@gmail.com

Address

Purok Caimito, Brgy. Margen,
Ormoc City, Leyte

Personal Information

Date of Birth

July 12, 2000

Citizenship

Filipino

Civil Status

Single

Religion

Roman Catholic

Expertise

- Active Listening
- Initiative
- Time Management
- Teamwork and Collaboration
- Adaptability

Language

English

Tagalog

Bisaya

Remart S. Labador

Part-time Instructor

A dedicated and goal-oriented individual and is eager to secure a position as part-time instructor in your institution. To acquire experience in the field of teaching, and to improve social and communication skills. In return, I guarantee to strive and contribute as much as I can for the well-being of the institution during my stay.

Qualifications

- Expert in using documenting tools such MS Word, Excel, and PowerPoint
- Computer literate
- Works proficiently, dedicated, and goal-oriented
- Familiar with the lessons utilized in BS Chemistry

Work Experience

2022

Department of Agriculture Regional Field Office - VIII, Magsaysay Blvd., Brgy. 1&4
Libertad, Tacloban City, Leyte

Internship

Education

2019-2023

Bachelor of Science in Chemistry
Visayas State University

2017-2019, With Honors

**Science, Technology, Engineering,
and Mathematics**
Ormoc City Senior High School

2013-2017, With Honors

Margen National High School

2007-2013, With Honors

Margen Elementary School

Interests

- Badminton
- Singing
- Dancing
- Photography
- Cooking
- Volleyball

Reference

Felix M. Salas, PhD

Professor, DoPAC

Email: felix.salas@vsu.edu.ph

Elizabeth S. Quevedo, PhD

Department Head, DoPAC

Email: elizabeth.quevedo@vsu.edu.ph