

**KENNA L. NABONG**  
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December 11, 2024

**PROF. PROSE IVY G. YEPES**

*University President  
Visayas State University  
Visca Baybay City, Leyte  
Philippines, 6521*

THRU: **DR. ARTURO E. PASA**  
*Dean, College of Forestry and Environmental Science*

**DR. ANGELICA P. BALDOS**  
*Head, Department of Forest Science*

Dear Dr. Yepes,

Greetings with peace and prosperity!

I am writing this letter to convey my interest in applying for the Part-time Instructor position in the Department of Forest Science, Visayas State University.

Last June of 2020, I have obtained my Bachelor of Science in Forestry degree. In November of 2022, I also received my Forester's License. I'm currently enrolled in this same university to pursue my Master's Degree in Forestry in which I have already accomplished all of my coursework, and right now I'm working on my Master's Thesis.

In my previous role as Science Research Aide, I was responsible in managing data collection for flora and fauna in Mt. Pangasugan, keeping the records of all gathered data and making all the project reports. I pride myself as one of the contributors in effort in producing significant information about the flora and fauna in Mt. Pangasugan resulting in contribution in Visayas State University and in the Research Field. In addition, I was once involved in Department of Forest Science Faculty as part-time instructor, I have been exposed in academe for a short time where I have learned so much things most especially in imparting knowledge to the learners. My experiences didn't just refine my skills as a research aide and a part-time instructor but also gave me a sense of diplomacy and a well-rounded viewpoint where professionalism and mindfulness are consistently maintained.

With confidence, I know I can handle all the responsibilities that come with being an instructor at this esteemed university. Moreover, if given a chance, I want to continue building upon the leadership skills, communicating skills and adaptability in a dynamic environment and also I want to contribute to the mission of nation building through this said position and serve as an instrument towards the success in nation building.

I am hoping this letter merits your attention and kind consideration. Thank you for giving time to review my application.



FOR. KENNA L. NABONG  
*Applicant*