

March 29, 2023

MILAGROS C. SALES

Department Head
Department of Agricultural Education & Extension
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Sales,

Greetings of peace and prosperity!

May I have the honor to apply in your good office for **ASSOCIATE PROFESSOR II POSITION**; I offer my qualification which I believe will meet your requirements.

I am **GLENN B. ENGALGADO**, 31 y/o, single and in good health, presently residing at P-6, Gentiles Subdivision, New Visayas, Panabo City. I finished my degree in Bachelor of Science in Agriculture major in Horticulture at the University of Southeastern Philippines – College of Agriculture and Related Sciences, Tagum – Mabini Campus and successfully passed the Licensure Examination for Agriculturist - July 2012. I also earned my Master's Degree in Master of Extension Education (MExEd) in the same institution last June 2022.

I believe that my strong experience/internship and education will make me a very competitive candidate in **ASSOCIATE PROFESSOR II POSITION** that fits my qualification. I am very versatile, willing to work for shifts, easy to teach and can work with in minimal supervision.

For more information about myself, I have enclosed my pertinent documents of my personal background for your perusal.

I am hoping that you will give me a chance to be a part of your office and I am very willing for an interview at your most convenient time.

Thank you and God bless.

Respectfully yours,


GLENN B. ENGALGADO
Applicant