

July 04, 2023

ENGR. ELDON P. DE PADUA

Head, Department of Agricultural and Biosystems Engineering
Visayas State University
Visca, Baybay City, Leyte, 6521-A

Dear **Engr. de Padua**:

Greetings!

Please consider this letter as my intent to apply for a teaching position in your department, the Department of Agricultural and Biosystems Engineering at the Visayas State University. I was informed through a job hiring post at VSU HRIS, the official website of VSU recruitment team, that the department is hiring an Instructor I (Temporary).

For the last six months, I work as an Engineer I under **Farm-to-Market Road Development Program** and four months as Project Assistant I under Programs and Projects Monitoring Section (PPMS) of the Regional Agricultural Engineering Division (RAED) of the **Department of Agriculture – Regional Field Office VIII**, where most of my work includes assisting in the road Right-of-Way (ROW) acquisition/settlement for the construction of Farm-to-Market roads, project site validation, project inspection and monitoring, geotagging, and review of Detailed Engineering Plans and Designs, Program of Works (POW) and Detailed Unit Price Analysis (DUPA), agricultural machinery inventory and analysis for the computation of the level of mechanization of Region VIII. Also, I worked as **Part-Time Instructor** for three semesters at the **Department of Agricultural and Biosystems Engineering** of the **Visayas State University** in Baybay City, Leyte. Through this, I was exposed to several committee responsibilities outside of my academic duties. With the opportunities given to the department in line with the faculty development program of the university, I was able to participate regional and national seminars and workshops such as the **Training Program for State Universities and Colleges: Testing and Evaluation of Agricultural Machinery** hosted by the **Agricultural Machinery Testing and Evaluation Center (AMTEC)**, and **Training of Trainers on the Operation and Maintenance of Rice Machinery** hosted by the **Philippine Center for Postharvest Development and Mechanization (PhilMech)**. I passed the Licensure Examination for Agricultural and Biosystems Engineers held last September 29-30, 2021, in which I was able to secure for Visayas State University the 6th place among the topnotchers.

With my *knowledge, skills, attitude* and *work experience*, I am confident that I can be effective in this line of work. I am hoping that you will give me an opportunity to work with you.

Thank you for taking your time into reading my application. I am hoping to hear for your positive response.

Respectfully yours,


RUEL C. LAMBERTE
Applicant