

Subject: Application Letter

VINCENT J. MEJIA

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DONNA CHRISTENE Q. RAMOS

Department Head

Department of Biotechnology

Visayas State University

Visca, Baybay City, Leyte

Dear Ma'am **Ramos**:

Greetings!

I am writing to express my interest in the Part-Time Instructor position at the Department of Biotechnology. I graduated with a Bachelor of Science in Biotechnology major in Industrial Biotechnology from the Visayas State University. Throughout my academic and research experiences, I discovered a deep desire to inspire and guide future scientists.

As a student, I consistently demonstrated well on my academic performance, which reflected my dedication to learning and growth. After completing my bachelor's degree, I began my professional journey as a Science Research Assistant at the Department of Biotechnology. In this role, I worked closely with faculty and staff, contributed to research projects, and gained valuable laboratory experience. I also had the opportunity to assist and engage with students, particularly in laboratory procedures and scientific discussions. These experiences further deepened my passion for teaching and mentoring future scientists.

These engagements honed my professionalism, communication, and adaptability which are the core competencies your institution values. I believe that teaching goes beyond instruction; it is about mentoring, motivating, and creating an environment that nurtures curiosity and critical thinking. I am committed to upholding the values of integrity, service excellence, and inclusivity in all aspects of my professional work.

Thank you for considering my application. I would be honored to contribute to your faculty and support the academic growth of your students.

Sincerely,

Vincent J. Mejia