

**December 24, 2024**

**CHERYL C. BATISTEL**

Department Head  
Department of Biological Sciences  
Visayas State University  
Visca, Baybay City, Leyte

Dear Dr. Batistel,

Greetings!

I am writing to express my strong interest in reapplying for the Part-time Instructor position within the Department of Biological Sciences at Visayas State University. Having previously served in this position, I believe my experience and continued growth as an educator align well with the requirements of the role.


Since my initial appointment, I have gained valuable experience in managing classes, coordinating with fellow instructors for consistency, and refining my teaching style to better engage students. Although initially faced with the challenge to adapt to the work and school culture at Visayas State University, the experience strengthened my ability to quickly align with institutional values and expectations. Additionally, encountering students who were occasionally unruly and unmotivated have taught me patience, empathy, and assertiveness to foster engagement and discipline. Altogether, these experiences have refined my ability to adapt teaching strategies to diverse learning needs while efficiently completing instructional tasks.

During my previous occupation, I also built on my foundation as a biology graduate and student researcher by translating complex scientific concepts into accessible lessons. My role also reinforced the importance of collaboration and clear communication among colleagues in fostering an enriching work environment. I am committed to contribute these strengths to the department and thereby help advance its interests.

Granted the opportunity to return, I would be eager to further enhance the learning experiences of students in the subjects offered. I am available by email at [troybsumalinog@gmail.com](mailto:troybsumalinog@gmail.com) or by phone at 0953-884-1594.

Thank you for your time and consideration. I look forward to discussing my qualifications further.

Respectfully yours,



**TROY B. SUMALINOG**