

Analyn M. Mazo
Department Head
Department of Biological Sciences
Visayas State University
Visca Baybay City, Leyte

February 7, 2023

Dear Sir/Maam,

I am writing to express my interest in the Part-Time Instructor position in the Department of Biological Sciences at Visayas State University. As a recent graduate from this university with a Bachelor's degree in Biology, major in Botany, I am eager to share my knowledge and passion for this field with students.

During my time in the university, I gained hands-on experience through laboratory work and field work, and I excelled in courses such as Botany and microscopy techniques. I am confident that my strong educational background and practical experience will enable me to effectively teach and inspire students.

In addition to my technical knowledge, I also possess excellent communication skills and a genuine interest in helping students learn. While I do not have previous teaching experience, I am eager to learn and grow in this role. I am a quick learner and I am dedicated to provide the best education possible to my students. I believe that my passion for biological sciences and my commitment to student learning make me an ideal candidate for this position.

I am excited about the opportunity to join the team at Visayas State University and contribute to the education and growth of your students. I believe that my combination of knowledge, experience, and passion make me an ideal candidate for this role.

Thank you for considering my application. I look forward to the opportunity to further discuss my qualifications and how I can contribute to your department.

Sincerely,

Nathaniel M. Manatad