

**KAREN O. PAÑA**

July 26, 2024

Brgy. Kambonggan Baybay City, Leyte, Philippines|6521

Job Reference: Instructor I

**Dr. Anatolio N. Polinar**

Department Head

Department of Forest Science

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Polinar,

In my quest of further nourishing my chosen career and to broaden the scope of my life-worth experiences, with utmost desire, I am respectfully looking beyond possibilities to apply as Instructor I at the Department of Forest Science under your headship in Visayas State University. I have been under training during my college days with the help and guidance of my highly respected professors and instructors at the Department of Forest Science. Meanwhile, I was blessed with the opportunity to be a recipient of the 2-year masteral degree scholarship under the Department of Science and Technology – Accelerated Science and Technology Human Resource Development Program (DOST-ASTHRDP) and completed my master's degree in Forestry, minor in Agricultural Extension in the same university. Being in this institution for about 10 great years have molded me to become resilient and competent in my field. In addition, I passed the 2023 Foresters Licensure Examination held last October 2023. With all these, I am confident enough to say that I have been equipped and ready to face the challenges in pursuing my passion and readily practice my profession as a licensed forester.

Please find the attached copy of my resume which can give you an overview of my background, qualifications and experiences. If you see me suitable in this position, I would be very happy and grateful to hear your response.

Thank you so much and I am looking forward for your favorable response.

Sincerely yours,



**KAREN O. PAÑA**

Applicant