

Date: January 9, 2024

FOR: JANNET C. BENCURE
Dean CET, Head DGE
Visayas State University
VISCA, Baybay City, Leyte

FROM: Engr. **MA. CLARISSA B. ASID**
Geodetic Engineer

RE: APPLICATION LETTER

MA'AM:

I am writing this letter to apply for a position as a **PART-TIME INSTRUCTOR** at the Department of Geodetic Engineering-Visayas State University, Baybay City, Leyte for the 2nd Semester, A.Y (2023-2024). The position seems to fit very well with my knowledge and profession.

Once again, I am MA. CLARISSA B. ASID, single and currently residing in Barangay 104 Salvacion, Tacloban City, Leyte. I finished my four years of academic study at **VISAYAS STATE UNIVERSITY** with a degree of **BACHELOR OF SCIENCE IN GEODETIC ENGINEERING** and passed the Geodetic Engineering Licensure Exam last October 6,7 2022 at Tacloban City.

In 2022, I worked as a Geodetic Engineering on a Government project called SPLIT (Support for Parcelization of Lands for Individual Titling) under the Department of Agrarian Reform and recently as a Science Research Assistant under the Internationalization Project of Visayas State University-College of Engineering and Technology. Both are projects where I was able to work with different professionals and gain valuable experience. With this, I developed valuable skills that I know are crucial for this job. I am confident with my technical skills in GIS, Remote Sensing, and Surveying. Also, I possess excellent verbal and written communication skills, conflict resolution, relationship building, professionalism, and a strong work ethic. With this, I aim to impart my knowledge and skills to students in a most efficient and effective manner possible.

Therefore, I wanted to apply this knowledge and skills in this job and I hope I will be considered for the job.

Attached herewith is my CV stating my background and academic records. Please get in touch with me at my email account clarissa.asid@vsu.edu.ph.

I look forward to hearing from you soon. Thank you for your time and consideration.

Sincerely yours,

Engr.  **MA. CLARISSA B. ASID**

APPLICANT