

September 05, 2022

**ANALYN M. MAZO**

Head, Department of Biological Sciences

Visayas State University

Visca, Baybay City, Leyte

Dear Ma'am,

This letter is to express my intention to apply for an instructor position at the Department of Biological Sciences. I have recently graduated from Visayas State University with a degree of Bachelor of Science in Environmental Science.

Teaching was the first job I dreamed of. Imparting my learnings with others has been my passion and it would be my honor and pleasure to be able to fulfill the role of an effective educator in a department that centers on biological sciences.

The accompanying resume can serve to provide you with greater details of my background and what I have to offer. Thank you for taking time to consider my application and I look forward to hearing from you.

Very yours truly,

  
**Jannelle G. Asombrado**  
Applicant