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Suzette B. Lina
Department Head
Department of Soil Science
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Lina:

Greetings and Good day!

I am Maria Cristina A. Loreño, a Master of Science in Soil Science candidate for graduation this second semester (AY 2022-2023). I am writing for the position of Part-time instructor at the Department of Soil Science. I graduated last 2020 with a Bachelor's degree in Agriculture major in Soil Science and pursue my Master's degree in Soil Science from Visayas State University.

Over the years, my college and MS course encompassed several areas in Soil Science as well as hands-on experience in the laboratory and short-term research in almost all of the subjects which verifies that my academic background in Soil Science is good. After my BS graduation, I worked as a Graduate Teaching Assistant (GTA) for about 5 months (1 semester) in the Department of Soil Science, Visayas State University. This experience of mine helped me a lot in improving my knowledge and skills as well as in handling students. I am dedicated, hardworking, competent, and can work under pressure. I am passionate about being in the academe and teaching young minds.

Attached herewith are the documents needed for your perusal. I have here attached my transcript of records from my undergraduate and also my MS certificate of grades indicating that I finished the required subjects for the degree.

It is my pleasure if you could give me an opportunity to be part of your teaching force and to other mandates of the university where I can impart my knowledge and skills.

Thank you for taking your valuable time and consideration. I can be reached anytime via this email at cristina.loreno@vsu.edu.ph or through my cellphone number 09486581689. I am hoping to hear a positive response from you soon.

Respectfully yours,



MARIA CRISTINA A. LOREÑO