

**Manuel D. Gacutan Jr., Ph.D.**

Head, Dept of Animal Science  
Visayas State University  
Visca, Baybay City, Leyte

Dear Dr. Gacutan,

I hope this letter finds you well. I am writing to express my sincere interest in the vacant Part-time Instructor position within your esteemed department, as advertised recently.

I am Jay Mark A. Cacerez, a 27-year-old resident of Macarthur, Leyte, currently pursuing my Master's degree in Animal Science at the Visayas State University (VSU-main campus).

During my undergraduate years, I completed an OJT program in swine production in Rosario, Batangas, in 2015. Subsequently, I undertook an AGROSTUDIES internship in Israel, adding an international perspective to my skill set. Following graduation, I secured a position as an animal production specialist at San Miguel Foods Inc., where I honed my expertise for over a year. Further, I completed a 3-month training program at Zealandia Training Center in Bohol, specializing in Dairy farming skills, and served as a farm manager at Cebu TH Poultry House Inc. Additionally, I also have teaching experience, having served as a part-time Instructor for one semester at VSU-Alang-Alang in 2021. In this role, I conducted lectures and supervised laboratory courses on Principles in Animal Science and Animal Production

These experiences have not only helped me develop my analytical, organizational, and time management skills but have also honed my ability to collaborate effectively with subordinates, peers, and superiors. With the skills acquired through my coursework, I am currently seeking an opportunity to apply my knowledge, skills, and experiences effectively.

Enclosed with this letter are documents providing more detailed information about my qualifications and background for your reference.

Thank you for considering my application. I look forward to the possibility of contributing to the academic community at Visayas State University.

Respectfully yours,

**Jay Mark A. Cacerez**

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