

REYNAND EDAR CORPUZ

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Department Head

Department of Pure and Applied Chemistry

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Elizabeth S. Quevedo,

Good day Dr. Quevedo! I am Reynand E. Corpuz, a fresh graduate with a degree in Chemistry, and I was looking for a job on the internet when I stumbled on a job posting that the Department of Pure and Applied Chemistry (DoPAC) in Visayas State University – Baybay Campus was hiring a part-time instructor. I see it as an opportunity to grow and contribute to the department, so I'm here, enthusiastically sending you my application for the part-time instructor position in the Department of Pure and Applied Chemistry. I believe that my personality and capability fit this position.

I graduated with a degree of Bachelor of Science in Chemistry at Visayas State University – Baybay Campus just recently this August 12, 2022. Being part of the batch that underwent the wrath of the COVID-19 pandemic, which challenged our health physically and mentally, I am proud to say that I've become more resilient and adaptive to finish my course without compromising knowledge. Though I haven't been part of any student organizations in my college years, being a mere student who graduated college with perseverance had given me versatile skillsets such as good pressure and time management, organizational skill, communication skill and comprehension. Those skills are deemed very useful, especially for the position I am applying for. I'm also good at doing work alone and I can observe proper behavior and professionalism when needed.

Teaching isn't my forte as I am new to the academe, but I am ready to commit the duties and responsibilities of part-time instructor. I am open to learn and improve myself to be the ideal part-time instructor that you and your department are looking for. With this, I am positive that my aforementioned skills, together with my passion for teaching, may fulfill my future duty with genuine motivation— to learn and contribute to your beloved Department of Pure and Applied Chemistry.

Please see my resume that I submitted for more detailed information. I am excited to meet with you and discuss my qualifications as a potential part-time instructor of the Department of Pure and Applied Chemistry.

Sincerely,

Reynand E. Corpuz