

August 18, 2023

ANNA MARTHA C. MONSANTO

Department Head
Department of Agricultural Education & Extension
Visayas State University
Visca, Baybay City, Leyte

Dear Ma'am Monsanto,

Good day!

I learned from the Visayas State University website that the Department of Agricultural Education and Extension is hiring for a Part-Time Instructor. I would like to express my interest in applying for the position.

I am Archille C. Galupo, a second-year student of Master of Science in Agricultural Extension (MS AgEx) at the Visayas State University. I finished my undergraduate degree at the same university and completed the degree of Bachelor of Science in Development Education.

Before completing my bachelor degree, I qualified for the Agro-studies Program of the Israeli Government in 2016. While studying, I also had actual field work at the Cohen Propagation Nurseries LTD. In 2017, I spent three months On-Job Training at the Philippine Root Crops and Research Training Center (PRCRTC) under the Extension and Socio-Economic Division (ESED) to complete my academic requirements. After graduation, my first official job was as a Training Assistant for the Yolanda Recovery and Rehabilitation Program (YRRP) of the Department of Agriculture in partnership with the Visayas State University for three years. As a Training Assistant, my tasks were to coordinate with Local Government Units, conduct assessments of People's Organizations, and monitor the training regularly.

Recently, I was one of the recommended graduate students to attend the Asia-Europe Institute-Asia-Europe Meeting (AEI-ASEM) Summer School 2023 with the theme: Civilisational Dialogue for a Sustainable Future hosted by the Asia-Europe Institute of the Universiti Malaya, Kuala Lumpur, Malaysia.

I would be glad to discuss my application at your most convenient time. I am hoping for a favorable response. Thank you very much.

Respectfully yours,


Archille C. Galupo
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