

February 3, 2022

**Rosario A. Salas**

Department Head

Department of Horticulture

Visayas State University

ViSCa, Baybay City, Leyte, 6521

Dear Dr. Salas,

Greetings!


I am reaching out to you regarding the job posting for Instructor position that is available in the Department of Horticulture. As an alumnus of the department, I have a great interest and passion to share the knowledge and skills I have obtained from my education, trainings and work experience.

I obtained my Bachelor's Degree in Agriculture major in Horticulture in 2017 and finished my MS Degree in year 2022, major in Horticulture under the DOST-ASTHRDP scholarship program. I have a Teaching work experience as a Part-time Instructor for almost a year. Recently, I obtained my licensed as an Agriculturists. I have also acquired a certificate on Agricultural Crop Production NC II for having completed the competency requirements under Training for Work *Scholarship* Program (*TWSP*) of TESDA and obtained other certificate on Agri-related TESDA training course. I was also an active Visca Horticultural Society (VIHOS) officer during my BS degree.

With my education, trainings and work experience, I am seeking the opportunity to implement my knowledge and skills and make more contribution to teaching institution. I am confident in my ability to teach any subjects related to my educational field and will be able to fulfill the role of an instructor in this institution.

With this application letter, I attach herewith my curriculum vitae for your full consideration. Please feel free to contact me with any questions by phone or by email. Thank you for taking the time to review my application and I look forward to hearing from you soon. Keep safe and God bless.

Sincerely,

  
JACQUILYN C. GOLLE