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20th August 2023

**Shalom Grace C. Sugano**  
Department  
VSU Integrated School  
Visayas State University  
Visca Baybay City, Leyte

Good Day!

I am sending you this application letter applying for a Part-time Faculty Position in Teaching major in Science. I have attached my curriculum vitae and other requirements for your perusal.

I obtained a degree in Biology majoring in Ecology from Visayas State University - Main Campus. I believe that the training, skills and quality education gained in this degree will help me in the said position.

My experiences in teaching are my edge and qualifications for this position. My exposure in dealing with the academe enlightened me to be dedicated in giving not only quality education but understanding the needs of each and every student. This job requires hard work, strong responsibility and passion that I believe are the qualities that I have.

I am a person who always aims to achieve the goals and objectives of the company I work in. I am dedicated and consistent in my commitment to excellence. This time, I'd like to share my knowledge as well as train young minds in learning more about the environment.

I look forward to hearing positive feedback from your office regarding my application. I hope you'll give me this chance to prove myself worthy for the position.

Sincerely,

**Ma. Dayanarra T. Alonso**  
Applicant