

31 July 2024

**LIJUERAJ J. CUADRA**

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

Dear **Prof. Cuadra**,

I am writing this letter to apply for the **Part-Time Instructor** position in your esteemed department. I am a Licensed Agricultural and Biosystems Engineer and an alumnus of the Visayas State University (VSU). I have three (3) semesters of teaching experience as a faculty member in the College of Engineering and Technology at VSU. My areas of expertise include Water Management and Irrigation, Post-Harvest Handling, Community Resource Management, and Agricultural Extension. I am confident in my ability to deliver engaging lectures that inspire and educate students.

I also have extensive experience in handling extension projects being a Project Development Officer in the Department of Agriculture RFO-VIII for 16 months facilitating capacity development activities in rural cooperatives and the rollout and distribution of Rice Competitiveness Enhancement Fund – Cash Assistance and Fertilizer during the height of the pandemic. I strongly believe that my experience in extension-related activities and being able to connect with the farmers and fisherfolks in the rural community would make me transition my life experience into academe seamlessly and engaging.

I am excited about the possibility of contributing to the academic excellence at Visayas State University. I would welcome the opportunity to discuss how my background, skills, and enthusiasm for teaching could benefit your department. I have attached my credentials for your review and would be happy to provide any additional information you may require.

Thank you for considering my application. I look forward to the possibility of discussing my application with you further.

Sincerely,



**ENGR. RUD LUIS G. GONZAGA**  
Applicant