

July 6, 2021

ELVIRA L. OCLARIT

Department Head

Department of Pest Management

Visayas State University

ViSCA, Baybay City, Leyte

Dear Ma'am:

I would like to express my eagerness to apply for the Instructor I position as advertised on the Visayas State University website. I graduated from this prestigious University, Visayas State University, with a degree of Bachelor of Science in Agriculture major in Plant Protection with minor in Weed Science. I am a candidate for graduation this semester 2020-2021 with a degree in Master of Science in Plant Pathology minor in Weed Science. I am a Licensed Agriculturist with a desire to teach and impart my knowledge especially to the younger generation. As an alumna of this University, I have much desire to be part of this dignified institution and in this Department.

If given a chance to work with you, it is my pleasure and will to serve with utmost sincerity, dedication and enthusiasm. My trainings, previous employment, and my graduate studies hone my ability in managing and handling any task assigned. I am research-oriented and eager to develop my career. I can easily adjust to new situations and new environment. I can learn fast and I am willing to undergo trainings. I am always ready to undergo interviews or any form of assessment required for my qualification.

I would be much privileged if you include my name among the applicants in your record files. Hence, please find time reviewing my application.

Please refer to the attached documents for your perusal. Thank you very much and I hope to hear your response soon. God bless.

Sincerely,


FELY CAÑETE FALCONE
Applicant