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CHARLIE S. ANDAN
Department Head
Department of Meteorology
Visayas State University
Visca, Baybay City 6521
Leyte, Philippines

Dear Sir Andan,

Good day!

I am writing to apply for the position of **Instructor I (Temporary)** within the Department of Meteorology at Visayas State University (VSU), as advertised. With a bachelor's degree in Meteorology from VSU and professional education units earned at Biliran Province State University (BiPSU), I bring a strong academic foundation and specialized knowledge to the role.

My practical experience includes support services at the Department of Education and my current role as a research assistant at Visayas State University. These roles have honed my skills in drafting educational materials, developing lesson plans, and providing technical assistance, as well as documenting and sharing best practices.

I am particularly drawn to this position as it offers a chance to apply my academic knowledge and practical skills in an educational setting, fostering a dynamic learning environment and inspiring students to excel in meteorology. I am eager to bring my expertise and commitment to your team, contributing to the academic growth and success of your students.

I am excited about the possibility of joining Visayas State University and am available for an interview at your earliest convenience. Thank you for considering my application.

Pleasant skies,


OLIVE ANN G. ANONAR