

December 27, 2024

DR. MARIA JULIET C. CENIZA

Head, Department of Pest Management

Visayas State University

Visca, Baybay City, Leyte

Dear **Dr. Ceniza**;

Good day!

In response to the announcement of the Department of Pest Management which was looking for an Entomology part-time instructor, I would like to express my intent to apply for the said position.

I am a graduate of Master of Science in Entomology with minor in Plant Protection. My undergraduate degree was Bachelor of Science in Agriculture major in Plant Protection specializing in Plant Pathology. I was also granted the Civil Service Commission Honor Graduate Eligibility (PD 907).

I believe that my academic training in both my undergraduate and graduate studies as well as my teaching experiences have equipped me to be an effective instructor. I am also disciplined, dependable and adaptable. It would be a good privilege to work with you, and I sincerely hold up to your standards to promote better working conditions in your office.

Herewith are my pertinent papers for your perusal and further evaluation.

Should my application merit your favorable consideration, I shall be willing to submit to your office for an interview and/or any examination anytime at your convenience. You can contact me via email at garciaarenila@gmail.com or my mobile number at (+63) 908 652 1511.

Sincerely yours,



RENILA P. GARCIA