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Ms. Cheryl C. Batistel

15 July 2025

Department Head, Department of Biological Sciences

Visayas State University

Brgy. Pangasugan, Visca, Baybay City, Leyte, Philippines, 6521

Dear Ms. Batistel,

I am writing to express my interest in the Part-time Instructor position for the Department of Biological Sciences. As an upcoming graduate of Bachelor of Science in Marine Biology in Visayas State University, I am confident that my academic background, skills align with the requirements of this role.

Under my program, I have gained a strong foundation in marine biology, and I believe that my coursework has equipped me with important skills and in depth understanding of important concepts applicable in providing a solid background in teaching. I am adaptable, detail oriented, eager to learn and possess a strong work ethic.

I am also particularly experienced in oral communication and presentations, participating in various student led organizations and academic engagements during my undergraduate years. While I am still gaining professional experience, I am committed to fulfilling task diligently, including rendering overtime, when necessary, to contribute effectively.

Thank you for considering my application. I am eager to discuss how my skills and experiences align with the needs of the department. I look forward to the possibility of being part of DBS family.

Sincerely,



Kyla O. Pilota