

July 3, 2025

DR. ANDREW A. MAZO

Director, Institute of Human Kinetics
Visayas State University
Visca, Pangasugan, Baybay City, Leyte

Dear Dr. Mazo,

Greetings of Peace!

I am writing to express my interest in the part-time instructor position advertised on the university job website. With my years of background and experience in this institute since 2015, I have faith that I can significantly contribute to your team. The chance to support students' academic achievement and personal development excites me.

As a dedicated educator with years of experience, I have developed to manage effectively my assigned tasks and responsibilities such as academic-related tasks, managing large-scale events, and training students who have a talent in performing arts. I am thrilled about the opportunity to contribute my expertise and enthusiasm to Physical Education and Culture and Arts Education Professionals, a renowned institution in the region for its commitment to excellence in education.

Thank you for considering my application. I look forward to the possibility of contributing to the education excellence at the Institute of Human Kinetics.

Yours sincerely,


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