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Dr. Eusebio R. Lina Jr.
Head, Department of Mathematics
Visayas State University
Visca, Baybay City, Leyte

Dear **Dr. Lina**:

Greetings!

I am writing to express my interest in a position as a Mathematics Part-time Instructor in your department. I have seen the hiring post on the Department of Mathematics Facebook page. Given my qualifications, I believed that I have the potential to teach in your department.

I graduated with Latin honors (*cum laude*) last June 2019 from Visayas State University with a bachelor's degree in Secondary Education major in Mathematics and passed the Licensure Exam for Professional Teachers last September 2019. As the pandemic hit last 2020, fortunately, I was given the chance to continue to develop myself academically by pursuing my graduate degree in Mathematics Education through DOST-SEI National Consortium in Graduate Science and Mathematics Education (NCGSME) under the Capacity Building Program in Science and Mathematics (CBPSME) at the University of San Carlos-Talamban Campus. This summer 2022, I am processing my application for graduation for my graduate degree.

My only teaching experience is when I do my internship at New Ormoc City High National High School, Ormoc City, Leyte. This has widened my knowledge, skills, and understanding of teaching in an actual classroom. Even though I do not have professional teaching experience yet, I believed that I can take the responsibility of a teacher because of the extensive training, series of lectures, and seminars during my college and graduate studies years. Moreover, I am very much willing to learn and be trained to continuously improve and bring out the best that I have.

I am hoping that you will give me an opportunity to apply for this job and to have my first teaching experience in this prestigious school.

Thank you for considering my application. I am hopeful for your positive response.

Sincerely,



Katrinka Jane D. Gingco