

March 15, 2021
Visayas State University
Visca, 6521A
Baybay City, Leyte

Prof. Magdalene C. Unajan
DCST Department Head

Dear Ma'am,

I am writing to express my interest in applying for a vacant position you posted recently. I would like to take this opportunity to improve my skills and to serve the university in full capacity and commitment. I am currently teaching children in our church, and I want to experience teaching in a higher level.

I have been engaged in some organization and out-of-school activities which developed my self-confidence, teaching and leadership skills.

Below is a copy of my resume and TOR.
I am willing to come for an interview at your convenient time.

I would love the opportunity to speaking with you in the near future.
Thank you and God bless!

Sincerely,


ABEGAIL O. PESERAL