



ARJAY M. ARCAYAN

APPLICANT

P: 09512681709

E: arcayana697@gmail.com

A: DSWD, Brgy. Tambulilid, Ormoc City

Dr. Charis B Limbo
Director

Institute of Human Kinetics

Dear Ma'am

Good day.

I am writing to you to express my intent to apply in your humble educational institution the position of a Part-time Physical Education teacher/instructor. In addition, as a graduate of Bachelor of Physical Education in EVSU - OC, what is in line with my degree is the advocate to maintain a physically, mentally, spiritually, and social well-being among my students, constituents and community.

As a PE major I aim to promote physical growth for all including a positive interaction amongst learners and to have good communication and teamwork in the class. In addition to that, here are some of my skills and achievements.

- Graduated from Eastern Visayas State University with a Bachelor's Degree in Physical Education
- Crafting costumes and props
- Knowledgeable in basic graphic designing
- Literate in Microsoft softwares and is computer literate
- And has been exposed to constant leadership positions in the educational institutions that I graduated from, most importantly my exposure from EVSU - OC's SSG office.
- Knowledgeable in basic arnis
- Most Outstanding Student 2022

One of the qualities that distinguishes me from other contenders is my mental flexibility. I can use logic and reasoning to tackle complicated issues, but I can also use creative thinking. If you believe I would be a good fit for your company, don't hesitate to contact me for an interview. I appreciate your thoughtfulness in advance and would be happy to assist you in good faith.

Sincerely yours,

ARJAY M. ARCAYAN