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September 14, 2022

Dr. Jett C. Quebec

**Head
Department of Liberal
Arts and Behavioral
Sciences**

Visayas State University
Main Campus
Pangasugan, Baybay City,
6521 Leyte

Dear Dr. Quebec:

I am interested in the position of Part-Time Instructor for the Department of Liberal Arts and Behavioral Sciences as advertised in your Facebook Page. I am currently looking for a job that will hone my skills when it comes to teaching. I believe your company can provide quality experience when it comes to enhancing my field of specialization, that is Teaching Social Studies.

Enthusiasm, Humor, Creativity, Nurturing, and Patience when it comes to doing a job, especially in teaching, are the edge that I can offer to your company. Also being Knowledgeable in Microsoft Office, Listening Abilities and Time Management Skills are also my assets in handling and solving problems that I encounter.

Since some of your company's general objectives are to encourage Self-reliant & Critical Thinking students, Instill in them a strong background in Humanities and Social Sciences, Develop their Communication Skills, and Develop a sense of Literary Awareness and Creativity, I believe we are on the same page when it comes to serving our number one stakeholder, and that is the students. That is why I am certain that your company will be of great help to my self-development and enhancement.

I have enclosed my resume and I would be happy to have the opportunity to demonstrate my teaching skills.
Thank you for your consideration.

Sincerely,

XAVIERY RIC G. CAÑEZO

