

Kim Avila Estipona

Brgy. Balorinay Burauen, Leyte

June 24, 2024

Dear Visayas State University Management,

I'm Kim Avila Estipona 25 years old, A fresh graduate of Bachelor of Elementary Education and a Licensed Professional Teacher. I am writing to express my interest to serve your institution as a Teacher.

I saw your post online that your School is hiring for a teacher. I believe that my leadership skill, good communication, eligibility and management skills makes me an ideal fit for this job. I may be a fresh graduate but I could assure you that I am willing to be trained and learn. I can see your vacancy as an opportunity for me to gain more experience and for myself betterment.

In summary, I am able to offer your organization great enthusiasm, passion and strong capabilities. I thank you in advance for considering my application. I am willing to be interviewed at your most convenient time. I look forward to meeting you soon.

Sincerely,

Kim Estipona