

SEPTEMBER 01, 2022

SHALOM GRACE C. SUGANO  
DEPARTMENT HEAD  
VSU INTEGRATED HIGH SCHOOL  
VISAYAS STATE UNIVERSITY  
VISCA, BAYBAY CITY LEYTE

Dear Ma'am,

Masayang Araw, I am Emerson Algo 25 years old from Tacloban City. I am writing in regards to the Position of Home Science Instructor (Part- Time) at VSU Integrated High School. I have experience in teaching for Three (3) Months duration, I worked as a Volunteer Teacher in Hope Foundation where I conducted teaching in community with special program for children who are less fortunate, and I hope to bring this aspect of gained experience and to be considered in applying for the Position as Instructor. I Graduated with the program Bachelor of Science in Industrial Education major in Drafting Technology at EVSU Main Campus.

My genuine passion, contingency management skills and determination towards teaching and ability to cater to a diverse range of Learners allow me to play a role in in a fast-paced teaching environment. I am prepared to become an immediate team player at your school.

I welcome the opportunity to personally discuss with you how my skills and strengths can best serve to your Respected School as well as to its Students. I look forward to discuss with you soon.

Thank you very much.

Sincerely yours,

Emerson Algo