

Dr. Andrew A. Mazo
IHK Director
Visayas State University

Dear Sir;

Please consider this letter as my intent to apply for a teaching position at your established institution. I saw the announcement that you are looking for part-time instructors for the opening of the school year 2024-2025. Given my qualifications, I believe that I am well-suited to teach at your institution.

Though I haven't had any teaching experience yet, except for my teaching internship, I am confident that I am ready to take on the responsibilities of a teacher, as I have already equipped myself with skills and knowledge gained through the series of lectures I attended at the university and the different seminars and trainings I have participated in.

Beyond my teaching and classroom management skills, I believe my enthusiasm makes me a perfect fit to serve as a part-time instructor. Having had a lifelong passion for education, I am excited by the prospect of working alongside your staff and administration.

I am hoping that you will give me the opportunity to have my first teaching experience at your reputed institution.

Thank you for considering my application. I am looking forward to your positive response.

Sincerely,

Sheena G. Abadiez, CSPE
Applicant