

Dr. Jett C. Quebec

Head

Department of Liberal Arts and Behavioral Sciences

Visayas State University

Dear Dr. Quebec,

As mentioned above, I would like to tell you that I have a strong intent to be a Social Studies teacher in your prestigious university. I finished my bachelor's degree in Secondary Education major in Social Studies last August 12, 2022.

With all the experiences that I have learned during my ON-THE-JOB-TRAINING, both virtual and face-to-face classes, I gained confidence and knowledge in two months of training. My studies involved on how to deal and handle students and people especially parents in different manners. In-campus and Off-campus work and multi-tasking activities require flexibility, time management, patience, hard work, and perseverance. I strongly believe that I can work effectively and efficiently in your prestigious university.

Attached in this letter is my curriculum vitae which give you the contact number of my previous superiors for your reference.

My goal is to land a position in which my range of experience will improve my ability to be a compassionate and dynamic teacher who will make a positive contribution to your university and to the community where it belongs. I would be happy to welcome an interview and hope to receive your favorable response to this application.

Sincerely,



Rowena B. Alao

Applicant