

December 21, 2023

APRIL GAYLE V. CALUNANGAN

Department Head

Department of Tourism and Hospitality Management

Visayas State University

Visca, Baybay City, Leyte

Dear Ms. Calunangan,

Good day! I am Cle Marvin P. Balaga, 30 years of age, Married, and a resident of Baybay City, Leyte. It is with great pleasure that I submit my application for the Instructor III position under the Department of Tourism and Hospitality Management at Visayas State University.

In terms of my work experience, I am currently employed by the Department of Education as a Senior High School Teacher II at Baybay City Senior High School since 2017. I am affiliated with the Technical-Vocational-Livelihood (TVL) Department and taught major subjects in tourism, along with other core and applied subjects. Prior to this, I served as a full-time college instructor from 2014 to 2017 at the Asian College of Technology in Cebu City, where I taught various major subjects in Tourism and Hospitality Management programs. While my entire career has been dedicated to academics, I remain current with the latest trends and developments in the tourism and hospitality industry by actively participating in various activities, such as attending tourism-related symposiums and seminars, and initiating partnership with the local tourism office.

I graduated with a degree of Bachelor of Science in Tourism from the University of San Jose-Recoletos in 2014. Following that, I obtained a Diploma in Professional Education from Cebu Technological University in 2017. I am currently a candidate for the Master of Management degree with a major in Tourism Management at the University of San Carlos in Cebu City. I have fulfilled all the academic requirements for this program and successfully defended my Thesis Proposal on December 11, 2023. I am set to graduate on January 27, 2024. I am a Licensed Professional Teacher with License Number 1713820. I earned this credential by passing the Licensure Examination for Teachers in 2018 with a rating of 84.8%. I am also an NC II Holder in Tourism Promotions Services.

My main intention for applying as an instructor is for me to share my knowledge and expertise in travel and tourism at the tertiary level. My goal is to excel in the field of tourism education and there are more subjects that I can teach in college relating to this field than in my current work in Senior High School. Recognizing the necessity to hone and excel in my field of expertise, I am eager to immerse myself in the challenges and opportunities that college-level instruction provides. I am open to teaching a diverse range of subjects related to tourism management, furthering my commitment to advancing education in this dynamic field.

I am genuinely excited about the prospect of contributing to the academic excellence of the institution as an instructor. I look forward to being a part of the prestigious Viscan community. Thank you so much and God Bless.

Respectfully yours,



CLE MARVEN P. BALAGA, LPT, MM-TM (Candidate)

Applicant