

June 11, 2024

Dr. Maria Vanessa E. Gabunada

Dall Head

Visayas State University

Baybay City Leyte

Dear Ma'am/Sir;

I am writing this letter with an interest in applying as a part time English teacher in your institution. I obtained my Bachelor's degree at Franciscan College of the Immaculate Conception and just recently passed the Licensure examination for Teachers last year December 7, 2023.

It would be a privilege to teach in your reputable institution and contribute knowledge to guide the students. I believe the skills and knowledge I possess would be of great help for the students in achieving their goals.

I am passionate and dedicated in contributing to the students learning process. I am eager to learn and enhance my teaching skills and I do believe that the institution would be a stepping stone in honing my skills both in professional and personal aspect. I am hoping you would consider my application in your institution.

Looking forward for a positive response.

Respectfully yours,

Rovelyn Marie M. Mascariñas

Teacher Applicant

(Below is my attached Resumé)

ROVELYN MARIE M. MASCARINAS

Brgy. Kabalasan, Baybay City, Leyte

0969-5077-537

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**PROFILE SUMMARY**

- Licensed Professional Teacher
- Possesses good writing, interpersonal, and communication skills.
- Proficient in Microsoft Office applications.
- Able to work collaboratively with others.
- Highly motivated, enthusiastic, patient, and dedicated educator.

EDUCATIONAL BACKGROUND

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|-------------|---|
| 2007 – 2013 | Baybay I Central School Elementary |
| 2013 – 2017 | Baybay National High School Junior High School |
| 2017 – 2019 | Franciscan College of the Immaculate Conception HUMSS, Senior High school |
| 2019 – 2023 | Franciscan College of the Immaculate Conception BSED English |

WORK EXPERIENCES

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|--------------------------|--|
| 2019 November | Guidance Office Work Immersion |
| 2023 Jan. 23 – Mar. 3 | Franciscan College of the Immaculate Conception In-campus Internship |
| Mar. 6 – Apr. 19 | Pomponan National High School Out-campus Internship |

SEMINARS/WEBINARS, WORKSHOP, AND TRAINING ATTENDED

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|-------------------|---|
| March 16, 2021 | Cultivating Mental health of Teachers and Students Google Meet |
| November 29, 2021 | The Resilience of a Teacher “Future Educators at The Heart of Education Recovery” Google Meet |
| October 7, 2022 | Seminar on SAFE SPACES ACT RA No. 11313 Google Meet |
| October 11, 2022 | Guest Evaluator during the TED TALK Culminating Activity FCIC Culture and Arts Demo Room |
| October 22, 2022 | Conceptualizing Action Research in the Classroom FCIC, Audio-Visual Room, LRC Building |
| November 22, 2022 | Values and Ethics in the Workplace: A Guide to Future Professionals FCIC LRC Audio Visual Room |
| December 7, 2022 | VAW-C Anti-Violence Against Women and Children Google Meet |
| March 17, 2023 | “School Learning Action Cell” on Cybersafe Awareness on Teachers Pomponan National High School |
| April 22, 2023 | Regional Pre-Service Teachers Congress 2023 “Exposing Future Teachers on Internationalization Strategies: Developing Global Mindset” Zoom |
| April 26, 2023 | Job Orientation Webinar “The Art of Perseverance and Resilience in Landing a Job” FCIC, Audio-Visual Room, LRC Building and Google Meet |

