

JODEL M. NAVERA

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DR SHALOM GRACE C. SUGANO

Department Head
VSU Integrated High School
Visayas State University
Visca, Baybay City, Leyte

Subject/s: Filipino (Part-time Faculty)

Dear Ma'am,

It is my great honor and interest that I am seeking to secure a Part-time Faculty position at your beloved school. As a dedicated, passionate and optimistic new facilitator with hands-on student teaching experience, I would like to be part of your academic team. I believe with my knowledge that my experiences during my internship, interpersonal skills and work ethic can contribute to the mission and vision of your department.

I graduated with a degree of Bachelor of Secondary Education major in Filipino at Visayas State University - Main Campus last September 30, 2021, with a high rating in major subjects. I was also an active student leader during my college days which makes my college journey challenging but full of learning. It allowed me to share my leadership skills and passion for leading diverse people which I believe can contribute to my future endeavor as an educator. I was elected as Public Information Officer of VSU College of Education – Supreme Student Council during my 2nd year of college. In the following school year, I was elected as President of the VSU College of Education – Supreme Student Council. Through my active student leadership engagement, I was able to participate in the following student leadership training; 'Student Leadership Congress' for two consecutive years and 'Faculty, Staff and Student Leader Summit'. Also, I was one of the student leaders who represented our university during the 3rd PACSA International Conference, 40th Annual National Convention and Training Workshop for Campus Advisers, and 24th National Convention for Student Leaders that was held in Teachers Camp, Baguio City. As a dedicated student leader and future educator, I was also chosen to be the resource speaker during the PAFTE Region VIII Annual Teachers Convention with the theme, “The Present Normal for Student Teachers: Stories of Small Wins”. With this event, it allows me to share the small wins that we encountered during our student internship journey. With my knowledge and skill in both teaching and leadership, I am seeking the opportunity to share and make a

APPLICATION LETTER

contribution to teaching institutions in shaping countless minds. With my educational background, training and webinar/seminar that I attended, I am confident enough that I can execute my noblest role with pride and honor.

During my internship, I have had the opportunity to teach Senior High School students in Visayas State University – Integrated High School. I handled “Pagsulat sa Filipino sa Piling Larangan”. During this time, I was able to showcase my skills and expertise in the field of teaching Filipino subjects. What makes my internship journey more satisfying was to see my students learning and showcasing their capability based on the intended learning outcome. This experience had help me to grow professionally and become a more responsible and dedicated teacher. I am also technologically literate; I can use my knowledge in science and technology to create meaningful and effective learning environment. Consequently, I am adept of locating advance and useful resources to ensure that all of the students are able to comprehend and retain the learning in the manner that suits them. Currently, I am working as a Program Ready Trainer in one of the largest BPO companies in the country handling Healthcare and US-based account wherein I was able to handle both face-to-face and online training classes. It is overwhelming because after being an advisor for eleven months I was promoted to a Program Ready Trainer post wherein it has been a great opportunity and avenue to exercise my passion in teaching and share my leadership skills.

In summary, as a passionate, humble and dedicated licensed professional teacher with a 90% Licensure Examination for Teachers rating average, I am confident that I can turn simple learning into a meaningful one. Please consider my application as a sincere intent of interest. I would enjoy to be part of your academic team.

Sincerely yours,



Jodel Molero Navera
Applicant