

January 9, 2022

**JETT C. QUEBEC**

Department Head

Department of Liberal Arts & Behavioral Sciences

Visayas State University

Visca, Baybay City, Leyte

Sir;

Good day!

I have learned that you need a part-time instructor in your department, I would like to be considered for the position.

I am Karizza A. Malazarte, 23 years old, and a resident of Brgy. Sta. Rosa, Matag-ob, Leyte. I graduated with a degree of Bachelor of Secondary Education major in English at Palompon Institute of Technology year 2019. I am also pursuing my master's degree at the same institution which now I earned 36 units. I also passed my Licensure Examination for Teachers last September 2019.

I have been part of your faculty now for two semesters. Last sem, I handled four different subjects namely: Comm 11 Purposive Communication, Humn 13n Philippine Popular Culture, Huma 11 Introduction to Humanities, and Eng 002 21<sup>st</sup> Century Literature from the Philippines and the World. I handled college and senior high school students and conducted classes different e-learning platforms.

I am a passionate teacher who is willing to teach students the essential values, knowledge, and skills academically that they need for their development and success.

I am self-motivated, patient and can work under pressure. My credentials and educational background make me feel confident that I am qualified to be part of your teaching force.

I am hoping that my qualifications will meet your standards and expectations.

Respectfully yours,

**KARIZZA A. MALAZARTE**

Applicant