

February 2, 2022

Dr. Jett C. Quebec
Department Head
Department of Liberal Arts and Behavioral Sciences
Visca Baybay City, Leyte 6521

Dear Sir:

Greetings! I am writing to you to express my desire and intention to continue to serve as a Part-time Instructor in this department--- Department of Liberal Arts and Behavioral Sciences.

My brief experience at this department allowed me to hone my communication and pedagogical abilities, which I believe has better prepared me for the bigger challenge of accepting the position of a full-time teacher in the future. Given my significant and productive experience here, I am certain that I will continue to work and carry out the duties of an effective teacher. Furthermore, I am aware that your reputable department may provide me a privilege to continue my professional development and personal growth.

Given that I am just starting my career in education, I admit that my expertise is not yet as excellent as our teachers who have been teaching for a long time. I am willing to change my old ways and be the best teacher as I can be with the help of your supervision and mentorship. I am ready for the teacher preparation courses you will offer to mold me.

Attached in this letter is my resume which you can use for reference.

As an aspirant, it is my greatest hope to continue in teaching in your department.

Thank you for considering my application. I am hoping for your favorable response.

Sincerely,

Amor May T. Tripoli
Applicant