

January 16, 2025

Visayas State University
Human Resource Management Office
Visca Baybay City, Leyte

Thru: Prof. Prose Ivy Guasa Yepes, EdD
President
Visayas State University

RE: APPLICATION FOR A PART TIME TEACHING POSITION IN THE DEPARTMENT OF
TOURISM AND HOSPITALITY MANAGEMENT

Dear Ma'am,

I am writing to express my intent to apply for a part-time instructor position in the Department of Tourism and Hospitality Management at your esteemed institution.

With a degree in Hospitality Management (Cum Laude), I am confident in my qualifications. My industry experience and passion for fostering student learning make me an ideal candidate. Although I lack teaching experience, my undergraduate education and hands-on industry experience have equipped me with essential skills.

I am willing to relocate from Makati City to Visca Baybay City, Leyte for this opportunity. I would appreciate the chance to launch my teaching career at your reputable university.

Thank you for considering my application. I eagerly await your response.

Sincerely,

Sophia Y. Uy-oco