

Barangay Curva,  
Ormoc City, Philippines, 6541  
March 8, 2021

Dear Ma'am/Madame

I am writing to apply for the position, Part-Time Instructor in the Institute of Human Kinetics at the Visayas State University.

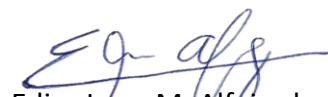
I have obtained my Bachelor's Degree in Secondary Education major in MAPEH at the Visayas State University (VSU) in Baybay City, Leyte in the year 2018 and able to become a licensed teacher at the same year, I wish to bring knowledge, skills and commitment to excellence to community school's innovative environment.

I want to say that my recent experience in the Institute has been very good and extravagant. I have heard that you are again opened the post for a Part-time Instructor. Based on my past performance I would again like to join in the Institute as a Part-Time Instructor. I hope that you will consider my application as a Part-Time Instructor on fair terms and will allow me to join in the Institute.

Kindly refer to my resume for more details about my skills and experiences. I look forward to discussing with you this job opportunity. I am confident that working in the Institute will help me grow professionally and personally. You may reach me anytime through my email and phone number.

Thank you for your time and consideration.

Sincerely,



Ediza Luna M. Alfajardo