

Neil Michael M. Cavite
Bontoc, Hindang, Leyte, 6523
neilmichaelcavite@gmail.com
+63948-036-0804
July 3, 2024

Department of Teacher Education
VSU Integrated High School
Visayas State University
Visca, Baybay City, Leyte 6521

Dear Ma'am and Sir:

I am writing to express my strong interest on the Part-Time Instructor position at VSU Integrated High School. As an education graduate, a Licensed Professional Teacher and eligible for Civil Service, I am eager to contribute my knowledge, enthusiasm, dedication, and willingness to learn and help institute achieve its goals.

I am confident that my academic background and transferable skills make me a suitable candidate for the role. I graduated in 2023 at Visayas State University with a Degree of Bachelor of Culture and Arts Education, Magna Cum Laude. I am currently admitted in the program Master of Education degree in Physical Education in the same university. Throughout my academic journey, I developed a strong foundation in relevant skills and subjects in culture, arts, and physical education which I believe can be effectively applied to the responsibilities of the Part-Time Instructor position in the offered subjects of the high school program.

Additionally, I have actively participated in various extracurricular activities and projects during my time at university, honing my abilities in leadership, teamwork, time management, problem-solving, and communication. These experiences have taught me the importance of adaptability, perseverance, and attention to detail, all of which are critical traits in any work environment.

I am drawn to VSU Integrated High School because of its outstanding reputation for innovation and commitment to making a positive impact on the field of education. I am eager to be a part of a team that shares my passion and pursuit of excellence. I am determined to contribute my best efforts to support the institute's growth and success.

I am enthusiastic about the prospect of joining your team and contributing my skills to the institute. I am confident that my dedication and eagerness to learn will enable me to quickly adapt to the demands of the role and become a valuable asset to your organization. I have attached my resume, which provides additional information about my academic achievements and skills. I would greatly appreciate the opportunity to discuss my candidacy further in an interview.

Please feel free to contact me at +63948-036-0804 or neilmichaelcavite@gmail.com at your convenience. I look forward to the chance to contribute my energy and passion to the VSU Integrated High School.

Sincerely,

Neil Michael M. Cavite, LPT