

DR. JETT C. QUEBEC

Department Head

Department of Liberal Arts & Behavioral Sciences

Visayas State University

Visca, Baybay City, Leyte

Dear Sir,

Through the courtesy of your office, I have learned that you are thinking of taking into your faculty a young college-trained man who is interested in applying for a part-time instructor.

I am a Professional Teacher **Board Passer** in PRC. As English Language has been my specialization, I should be grateful for a chance to do this work for you. When I am graduated in March, 2018, I had my internship in both public and private school institutions. I spent one year as a Benedictine Monk in the Benedictine Monastery in Corte Carmen, Cebu. During summer vacations, I have worked as a private personal tutor, teaching different subjects. In June 1, 2018, I was given an appointment to teach in both JSH and SHS Departments at the Franciscan College of the Immaculate Conception. The subjects I taught were Christian Formation 7, Introduction to World Religion and Belief System, Understanding Politics, Society, and Religion, and Theology 2. I received good standing of performance in both of my internship in 2018 and my one-year teaching experience in FCIC. I also served as an enumerator in PSA for the 2020 Census, and the 2021 Community-based Monitoring System.

I am twenty-seven year old and in excellent health. My experience has taught me initiative, dependability, leadership, professionalism, and industry. You would find me quick to learn and appreciative of details. I am accurate and orderly in my work, and would be sincerely interested in being of maximum service to your office.

Please see my resume for additional information with regard to my experience and qualifications.

I am looking forward to your response and may the Lord give you more power and blessings.
Thank you very much, Sir!

Very respectfully yours,

ARIEL M. VERGIS

Applicant

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