

Christelyn C. Nayre
Sitio Centro
Hipusngo Baybay City, Leyte
09502467172
chrisnayre27@gmail.com

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Charis B. Limbo-Rivera
Department Head
Institute of Human Kinetics
Visayas State University
Visca, Baybay City, Leyte

Dear ma'am,

This is an application for a part-time teaching post in your department. In order to improve students' skills and comprehension, I am pleased to share and transmit the knowledge I have acquired.

I am a graduate of Bachelor of Culture and Arts Education at Visayas State University last August 12, 2022. I am a let passer in recently concluded examination. I have teaching experience online as an ESL teacher for a year now.

I am confident enough to contribute to my best ability to the university's vision of producing excellent quality students and graduates.

I've attached my application letter together with my résumé, diploma, TOR, and PDS. I trust my credentials are sufficient for you. Soon, I hope to hear from you.

Thank you.

Respectfully yours,



Christelyn C. Nayre