

January 26, 2022

VENICE B. IBÁÑEZ

Department Head

Department of Tourism and Hospitality Management

Visayas State University

Visca, Baybay City, Leyte

Dear Ma'am,

Greetings of Peace.

I am writing to you to express my interest through this letter that I would like to reapply for the position Part-time Instructor at the Department of Consumer and Hospitality Management. I am a graduate of Visayas State University with the course Bachelor of Science in Hotel and Restaurant Tourism Management. I am also a graduate of a Supplementary Course in Education under the program Bachelor of Science in Secondary Education at the Franciscan College of the Immaculate Conception. My past experience as an ESL Teacher for 2 years and being a Part-time instructor at the department for 2 consecutive semesters helped me develop not only my teaching skills but also my interpersonal relations, utmost patience and dedication. I am hardworking, a person who loves to learn new things and is prepared for the challenges associated with the position. I believe that I could be of value because having worked in the department during the 2nd semester of SY 2020 – 2021 and 1st semester of SY 2021-2022, I am aware of the work ethics and working environment of the department.

I am looking forward and I am very much in the earnest to continue working in the entity. I look forward to hearing from you about the progress of my application. If you have any further questions or require any additional documents, please feel free to contact me. Thank you for your time and consideration.

Truly yours,

A handwritten signature in black ink, appearing to read 'Israel Jerelie T.', with a stylized, cursive script.

ISRAEL JERELIE T.

Applicant