
August 31, 2022

SHALOM GRACE C. SUGANO

Department Head
VSU Integrated High School
Visayas State University
Visca, Baybay City, Leyte

Dear Ms. Sugano,

I am pleased to learn of your opening for part time teaching instructors through the school's website. I am writing to express my intention of applying as a part time instructor of VSU Integrated HS. I am positive that my expertise and skills will be beneficial in the school.

I graduated last 2005 in Visayas State University (VSU) with bachelor's degree in Agriculture major in Entomology. I decided to pursue a Diploma in Professional Education (DPE) at St. Michaels College in Hindang, Leyte and by God's grace passed the Licensure Examination for Teachers (LET) in September 2018. My work experiences are reflected in my Personal Data Sheet.

My strong initiative and my experience as a teacher aide and a substitute teacher in TLE at Baybay National High School (BNHS) for one year will help me to become an immediate team player at your school.

I welcome the opportunity to personally discuss with you how my strengths and skills can best serve the learners. I will wait for your positive response. My cellphone number is **09064181889**.

Respectfully,


Imee Rose B. Estremos