

January 06, 2024

To;

CHARIS B. LIMBO-RIVERA

Department Head
Institute of Human Kinetics
Visayas State University
Visca, Baybay City, Leyte

Dear Ma'am,

Good day!

I am pleased to be applying for the position of Physical Education Instructor I (Part-time). I was ecstatic to find this job opportunity at Institute of Human Kinetics Facebook page and feel that my skills and studies makes me a perfect fit for the position.

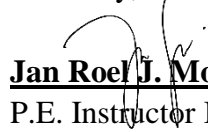
As a product of the Southern Leyte State University-Tomas Oppus, I have a wealth of experience in teaching and learning. In college, I was an active member in various student organizations of the institution. I was also a member of Cultural Performing Arts Guild (CPAG) for the whole college years.

With respect to my eligibility, I am a Licensed Professional Teacher in MAPEH. My time teaching for 2 years in Abuyog Academy Incorporated allowed me to exercise my profession, honed my teaching, planning, and organizational skills. My work as a Senior and Junior High School Teacher required extensive time management and collaboration effort, preparing for the lessons and year-end reports. I was also a TESDA passer in Computer Systems Servicing with which I gained a National Certificate.

In addition to my teaching experience, my skills have been further cultivated through participating PEAC Seminars. Through this combination of skills and experience, I am confident that I am ready to work and do the responsibilities of a teacher and I know that your reputed institution, the Visayas State University, can give me an opportunity to continue develop myself professionally.

Thank you for your consideration. I look forward to hearing from you.

Sincerely,



Jan Roel J. Montajes

P.E. Instructor I Applicant