

February 3, 2023

ANALYN M. MAZO

Department Head
Department of Biological Sciences
Visayas State University
Visca, Baybay City, Leyte

Dear Ms. Mazo,

I am delighted to know that your department has an opening for a **Part-time Instructor**. As a graduate of Bachelor of Science in Biology at the University of the Philippines Visayas Tacloban College and currently enrolled in the Diploma in Teaching Secondary (DTS) program of the Eastern Visayas State University – Ormoc City Campus, I am positive that I am an excellent candidate to support the campus' mission of developing highly competitive human resource.

I have earned my bachelor's degree in Biology from the University of the Philippines Visayas Tacloban College last 2018. During my education, much of my coursework was focused on the fundamental sciences of life in general. During those years, it was quite of a culture shock for me as I was not very familiar of the kind of environment the campus had, especially in my department. Standards were almost near to perfection, the competition at class was very fierce despite the silence during exams, and not to mention that it was the time I learned "deadline" literally, no extensions whatsoever. Despite these factors and my grades, I still wished to pursue a career that would allow me to influence and inspire those that would want to study life further.

With my aspiration to teach, I decided to take up the Diploma in Teaching Secondary (DTS) program of the Eastern Visayas State University – Ormoc City Campus to develop the skills and strategies to instruct, manage, and facilitate the learners, and to prepare myself as well to take the licensure exam for teachers in the near future. Though I have not had a teaching experience yet, I believe that I am ready to take the responsibility of a teacher as I have already equipped myself with the skills and learnings I have gained through the trainings and seminars I attended during and even after college.

I am hoping that you will give me an opportunity to have my first teaching experience in your highly regarded university. I appreciate your consideration and look forward to speaking with you further regarding my application.

Sincerely,

Jomar O. Tomines

Applicant
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