

January 24, 2021

DR. JOEL MABALHIN

Department Head- DTE

Visayas State University Main Campus

Baybay City, Leyte

Subject: Job Application for Instructor

Dear Dr. Lina,

With a burning passion to share my knowledge and experiences, I want to apply for the position of Math instructor in your workforce.

I am Mary Rose S. Coyme, 24 years old and a resident of Brgy. Macabug, Ormoc City. I completed my degree in Bachelor of Secondary Education major in Mathematics at Eastern Visayas State University Ormoc City Campus. Graduated last July 2019, took, and pass the Board Licensure Examination for Teachers last September of 2019.

I graduated college with the help of our City, Ormoc. I was one of those fortunate students who qualify to become one of the many Ormoc City Academic Scholars. Before graduating college, I was able to participate and join in different clubs and organizations in our university where I got the chance to practice my leadership and my ability to establish and maintain effective working relationships with all persons contacted while work.

With the desire to train, I expose myself early to the challenges of being an educator. Experience has taught me how to build strong relationships with any departments at an organization and exercise resourcefulness in meeting new problems. I can be a good Instructor given that in my internship I was awarded as Outstanding Pre-Service Teacher. I believe that your workforce would give me the opportunity to learn more things that will hone my ability further.

I give you thanks for giving me a chance to serve in your reputed workforce.

Sincerely,


MARY ROSE S. COYME
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Applicant