
KHAREEN E. MADJUS

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CHARIS B. LIMBO
Department Head
Institute of Human Kinetics
Visayas State University
Visca, Baybay City, Leyte

Dear Ma'am Limbo,

Hello and good day!

With great passion to share my knowledge and skills, I am sending this letter to formally address my desire to apply as part-time instructor in your institution.

I completed my Bachelor of Secondary Education Major in MAPEH as Cum Laude and passed the Licensure Examination for Teachers last 2019. I am also a National Certificate II in Cookery Holder. I have an experience being a teacher volunteer of Project AYUDA sa eSKwela of DepEd Ormoc City Division and Sangguniang Kabataan Federation of Ormoc. I am currently accepting commissions for my artworks specifically charcoal drawing. I am currently enrolled for Master of Arts in Education Major in Physical Education at Palompon Institute of Technology.

As a teacher, my main goal is to motivate students to do their best in order for them to reach their full potential. I wish to share my knowledge and talent not only to my students but to my future work colleagues as well. I am capable of learning and i work hard in every task assigned to me. Given this opportunity, I sincerely want to occupy this job with enthusiasm to all tasks, ensuring that I get the job done efficiently.

Please see my attached resume and other pertinent papers for your further review. I can be reach anytime via email at khareenmadjus26@gmail.com or my phone number 09064203613. Thank you for taking the time to consider my application. I am looking forward to the opportunity of meeting you and discuss how I can contribute to your institution.

Sincerely,

KHAREEN E. MADJUS
Teacher Applicant