

July 2, 2024

MARIA VANESSA E. GABUNADA

Department Head
Department of Arts Language and Literature
Visayas State University
Visca, Baybay City, Leyte

Dear Ma'am:

I would like to express my interest in applying as a part-time instructor in your department. I graduated as Magna Cum Laude with my Bachelor's Degree in Secondary Education major in English at Visayas State University last August 2023. Upon my completion of this degree, I have also received the Student Teaching Proficiency Award which gives me the confidence that I possess the skills required for this position. Recently, I have also passed the Licensure Examination for Teachers that was held on March 17, 2024.

My four years as a dedicated student at Visayas State University has provided me with a firsthand opportunity to witness the exceptional competency of your esteemed faculty members from your department previously known as DLABS. The academic environment, the dedication to excellence, and the commitment to nurturing students' growth have left a profound impression on me. It has then become my aspiration to build upon this legacy by joining your team and becoming an active contributor to your department's mission of fostering academic excellence and personal growth.

During my teaching internship at the Visayas State University- Integrated High School, I also had the invaluable opportunity to apply theoretical knowledge to real-world classroom scenarios. These experiences allowed me to cultivate my instructional techniques, classroom management skills, and the ability to engage with my students effectively. In addition to these academic pursuits, my proficiency in technology integration has also enabled me to effectively engage with diverse learners and adapt to evolving educational trends. I am confident in my ability to inspire critical thinking, nurture creativity, and cultivate a lifelong love for learning among my students.

Thank you for considering my application. The prospect of contributing to the renowned academic reputation of your department is both exhilarating and humbling. I would welcome the chance to further discuss my qualifications and how I can contribute to the growth and success of your department. Please feel free to contact me with my phone number +639987246455 or my email address sharabellecoquilla@gmail.com to discuss any further details.

Yours sincerely,



SHARA BELLE T. COQUILLA
Applicant