

Myra Mae Cornico
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January 4, 2024

Charis B. Limbo-Rivera
Director, Institute of Human Kinetics
Visayas State University
Visca, Baybay City, Leyte

With Regards,

Here with, I send an application letter and resume in response to your Facebook post, Wednesday, 3rd of July 2024.

I am writing this letter to apply for the position of part-time instructor at the Institute of Human Kinetics, Visayas State University.

My name is Myra Mae Cornico, a graduate of Bachelor of Physical Education in Visayas State University and I firmly believe that I will be a good addition to your teaching staff. I am confident that my skills, experiences in my studies as well as in the first semester of teaching could make a great contribution in the institute and made me an ideal candidate for the position.

I would appreciate the opportunity to discuss my qualifications in greater detail with you in person at your earliest convenient. My resume is attached for your review.

Thank you for hearing my candidature. I hope to hear from you soon.

Sincerely,


MYRA MAE CORNICO
Applicant