

January 9, 2025

MR. RANDY G. OMEGA

Head, Department of Tourism Management
Visayas State University
Visca, Baybay City, Leyte

RE: JOB APPLICATION

Position Title: Instructor Position (Part-Time)

Place of Assignment: Visayas State University – Main Campus

Dear Mr. Omega,

Good day and Mabuhay!

I, Kris Vince Leo L. Ligad, am writing to express my interest in the position of Part-Time Instructor in the Department of Tourism Management. As an alumnus of the institution, I believe that am equipped with sufficient knowledge, leadership skills and hands-on experience in the field of tourism, both in practice and theory.

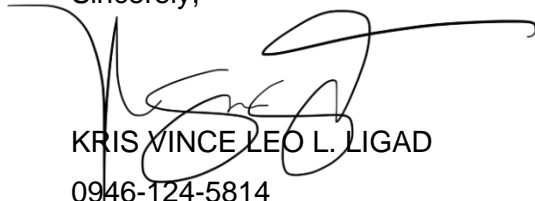
I graduated on August 2024 from this esteemed University with bachelor's degree in **Tourism Management**. I also passed the **Career Service Examination (Professional)** Civil Service on March 2023. Right after graduating, I was given the opportunity to work at the Libagon Municipal Tourism Office wherein I was able to practice the learnings I have gained during my undergraduate studies. I have developed a strong foundation in office management and team coordination which I believe are vital for a successful teaching career.

I have witnessed firsthand the dedication and passion of our faculty in imparting knowledge to the students, and I am eager to share my knowledge and enthusiasm to them as well. I am confident that I am ready to assume the responsibilities of being an instructor, having learned from the excellent teaching within our department.

I am hoping that you will give me an opportunity to have my first teaching experience in this reputed university. Attached are my resume and other requirements for your review and perusal. I would greatly appreciate the opportunity to discuss my skills, I am available at your convenience for an interview.

Thank you for considering my application. I look forward to the possibility of joining the esteemed team of passionate instructors in our department.

Sincerely,



KRIS VINCE LEO L. LIGAD

0946-124-5814

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Instructor Position (Part-Time) - Applicant