

June 28, 2025

DR. ANDREW A. MAZO Ph.D
Director
Institute of Human Kinetics
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Mazo,

I am Manilyn Villocino-Cabillon, 33 years old, a resident in Brgy. Kilim Baybay City Leyte. I am a graduate of Bachelor in Secondary Education majored in Biological Sciences, a Licensed Professional Teacher that is willing to teach in your department.

I am writing this letter to express my keen interest in applying as an Instructor in your humble Department. I'm a qualified teacher and I worked as an online tutor for a one year and 8 months. I was twice appointed as Substitute Teacher in Baybay National High School. I thoroughly enjoyed teaching knowing that I can help learners to learn. I am very much happy knowing that students can learn from me as their teacher and I would like to create a fun and fruitful learning experience in your school if given a chance.

I am a confident communicator in terms of having classes either face to face or online class and communicating with co-teachers and staff. I will do my best and give everything that I have: knowledge and patience to ensure the learners to have an excellent education and experience at school. Teaching is my passion, I hope my qualifications merit your consideration. I am flexible and willing to assign in any area if possible.

Together with this letter, I have enclosed other documents\ papers for your kind perusal. Thank you for your kind consideration.

Sincerely Yours,

MANILYN V. CABILLON

Applicant