

July 11, 2022

Dr. Jett C. Quebec
Department Head
Department of Liberal Arts and Behavioral Sciences

Dear Dr. Quebec,

Greetings!

I want to express my interest in applying for the position of Instructor I as was recently made available in our department. I am a graduate of Master of Science in language teaching and I am aiming to continuously employ the skills I learned for the department. As for the five (5) years of experience, I was equipped with the necessary knowledge and skills to help develop and guide students into success.

During my 5 years of experience, I learned how to move into a professional environment of both colleagues and students. More importantly, I had the opportunity to work with my superiors who taught me how to easily grasp different teaching concepts and at certain times, how to roll with the punches in order to achieve various objectives.

I have also acquainted myself with a good range of skills or teaching online in order to strive and reach goals amidst setbacks.

My active involvement in many academic and extracurricular activities has done so well in developing my communication and leadership skills towards my students, which are vital in finding success in the academic world. As we embark for full face-to-face classes, I assure to employ active interactions and instructions to the students.

With this application letter, I attach herewith my resume for your full consideration. Thank you for taking time to review my application and I am looking forward for a new semester of obstacle to be overcome.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Jade Barachiel D. Bantasan', with a stylized, cursive script.

Jade Barachiel D. Bantasan