

June 27, 2025

Dr. Andrew A. Mazo

Director, Institute of Human Kinetics
Visayas State University
Baybay City, Leyte, Philippines

Dear Dr. Mazo:

Greetings!

Allow me to express my gratitude for the opportunity that I have been able to work with you and the University last semester 2025. It had been a great honor and a pleasure to have been part of the teaching staff at the Visayas State University. The experience helped me improve my teaching skills, which I can now and in the future apply in my field.

I learned that Visayas State University is hiring faculty to handle Physical Education subjects. In this regard, I would like to apply for a part-time teaching position once again in your Department. I handled subjects such as PhEd 12c - PHYSICAL ACTIVITIES TOWARDS HEALTH & FITNESS (PATHFit II) and PhEd 14n - PHYSICAL ACTIVITIES TOWARDS HEALTH AND FITNESS 2 last semester at your Department and it helped me be equipped in my craft.

Once again, allow me to introduce myself. I am Maria Venus O. Dulce, 26 years old, a graduate of Bachelor in Secondary Education, Major in MAPEH, from Eastern Visayas State University, Ormoc City, in 2019. I was a former member of the EVSU Dance Troupe and was an awardee in dance.

I work hard and have a flexible personality, so I can relate to and adjust to different types of people. I also strive to be competent in everything I do.

Hoping for a positive response on the matter. I am available for an appointment at your convenience. Please do not hesitate to contact me at the number or emails indicated below.

Thank you and God bless!

Respectfully yours,


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