

February 10, 2023

Visayas State University
Institute of Human Kinetics
Visca, Baybay City, Leyte

Charis B. Limbo-Rivera
Department Head
Institute of Human Kinetics
Visca, Baybay City, Leyte

To whom it may concern:

I am writing this letter to apply as a Part-time Instructor at your school. I saw your post on Facebook that you are currently looking for a Part-time Instructor and I immediately grab this opportunity. I have learned a lot during my teaching work experience, it helped me to build a strong foundation for my career and sharpened my knowledge and skills, with that being said I become knowledgeable enough in imparting skills and knowledge to my students and at the same time I am able to handle office work, as well as field works in a project or organization. I believe that my skills and past experiences in teaching and non-teaching would be a great opportunity for me to make the best out of my potential and contribute in any way I can.

I graduated last June 2018 and took up Bachelor in Secondary Education major in Music, Arts, Physical Education, and Health. I can assure you that I am willing to learn new things and make a significant contribution to the project's success and the organization's growth.

I can be reached anytime via email at lovelymariecomporal123@gmail.com or by cellphone at 0997-309-6247.

Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

Sincerely yours,


LOVELY MARIE COMPORAL
Applicant