

February 18, 2021
Dr. Jett C. Quebec
Department of Liberal Arts and Behavioral Sciences
Department Head
Visca, Baybay City, Leyte
Philippines 6521

Dear Dr. Quebec,

I am writing this letter to formally inform you of my intention to return as one of your dependable and skillful teachers in the Department of Liberal Arts and Behavioral Sciences (DLABS) under your commendable supervision.

I have been with DLABS since 2015. I handled with outstanding performance Thesis Writing, Speech Class, Politics & Governance, Comm 11, Life and Works of Rizal, Reading Visual Arts, and Art Appreciation, as salient undergraduate courses offered to the tertiary students in the Visayas State University. In addition, I was also one of the few lucky teachers who were called to answer the urgent duty to handle senior high school students in lieu of the K to 12 education program to ensure its smooth transition in our university where I taught the OrCo (Oral Communication in Context) and English for Specific Purposes to Grade 11 STEM, HUMSS (then), and ABM learners.

It might be too much for the ears of the naysayers but I must divulge to you how I love teaching in this university—being around teachers and colleagues who are keen in helping each other in terms of professional development and who value camaraderie. In fact, I wouldn't have left at all if not for the Commission on Higher Education scholarship that I acquired which pushed me to leave the university portals to study Master of Arts major in English Language Teaching in Cebu Normal University. I am currently in the process of conducting my Masters thesis and will be finishing it very soon.

My love for this university, more than the return service obligation for my government scholarship, is the gravitational pull that lead my two feet back. And if I will be lucky enough to be hired back, I am very much excited to share the knowledge, experiences, talents, and skills that I have accumulated while I was away for our department. I promise to be an asset and a contributing factor in achieving its goals and future endeavors under your leadership, sir.

Thank you for giving me a parcel of your precious time just to read my humble application. If you wish to contact me, my cellphone number is 09171583392 and my personal email address is rizamae811@gmail.com.

Sincerely,

Riza Mae L. Maningo

Applicant

