

January 26, 2024

Department of Education
Visayas State University
Visca, Baybay City, Leyte Philippines

JOEL Q. MABALHIN
Department Head
Department of Teacher Education
Visayas State University
Visca, Baybay City, Leyte

Dear Sir,

Please consider this letter as my intent to apply for a teaching position. I have read the job hiring posted on your website that you are looking for a Part-Time Instructor. Given my qualifications, I believe that I am qualified to teach.

I graduated in my degree as Bachelor of Secondary Major in Filipino last September 30, 2021 here in the Visayas State University and just 2 years ago, I passed the board exam.

To develop myself professionally, I am now on my last subject of my Master's Degree in Franciscan College of the Immaculate Conception in the Degree of Masters of Arts in Education Major in Educational Management. I am expecting to take my Comprehensive Exam before taking up my thesis next year.

I just finished my teaching experience as substitute teacher last year, December 2023 at the Baybay High National High School. Over the past 3 months of teaching experience, I have developed a deep understanding of the importance of creating a positive and inclusive classroom environment. I have learned the importance being well-behaved as we, teacher demonstrates the professional standards and that we should obey the rules and regulations of the school/department. I have gain my ability to differentiate instruction to meet the diverse needs of my students, ensuring that each individual receives the personalized attention they deserve.

In addition to my strong instructional skills, I am also well-versed in integrating technology into the classroom. I am confident that my proficiency in utilizing educational technology will greatly benefit the students at of your department and this could help me as an instructor for me to be able to do my work with efficiency.

Furthermore, my commitment to professional growth and collaboration aligns perfectly with the core values of Visayas State University. I actively participate in professional development opportunities and engage in CPD trainings and seminars with the latest pedagogical practices. I

am eager to contribute to your department's culture of continuous improvement and share my knowledge and expertise with fellow educators.

Lastly, I am thrilled about the possibility of joining your team, Department of Education because I have met already some of the instructors and I know the people there very well so I thought I can connect easily to them as they also knew me already as well. I may not be the best choice for you as an instructor but I am absolutely confident that my passion for education, combined with my experience and strong instructional skills and dedication to student success, make me an ideal candidate for this position.

Thank you for considering my application. I look forward to the opportunity to discuss how my qualifications align with your organization's goals and to further demonstrate my enthusiasm for this role. Please find my attached pertinent documents for your review.

Sincerely,
Christal V. Liong