

31 August 2021

Mrs. Magdalene C. Unajan

Department Head

Department of Computer Science and Technology

Visayas State University

Visca, Baybay City, Leyte

Dear Mrs. Unajan,

I am Kim S. Escabarte, a graduate of Bachelor of Science in Computer Science from the Visayas State University. I am reaching out to you regarding the Part-time Faculty position. I have a great interest in this position and would appreciate your consideration as a candidate for the role.

I am proficient in English and computers. I have the fundamental knowledge and background in computer science subjects. I do not have any real teaching experience, but back when I was still a student, I would help out my classmates who were having difficulties with the lessons.

I had the opportunity to work with the registrar staff and fellow students as an encoder for the University Registrar where we effectively encoded numerous student information and class schedules.

Thank you for your time and consideration.

Sincerely,

Kim S. Escabarte

