

September 12, 2022

**JETT C. QUEBEC**

Department Head  
Department of Liberal Arts & Behavioral Sciences  
Visayas State University  
Visca, Baybay City, Leyte

Sir;

Good day!


Through a reliable source I have come to know about the vacancy of teaching position available in your college department. I would like to be considered for the position.

I am Karizza A. Malazarte, 23 years old, and a resident of Brgy. Sta. Rosa, Matag-ob, Leyte. I graduated with a degree of Bachelor of Secondary Education major in English at Palompon Institute of Technology year 2019. I am also pursuing my master's degree at the same institution where I earned my 36 units. I also passed my Licensure Examination for Teachers last September 2019.

I am a passionate teacher who is willing to teach students the essential values, knowledge, and skills academically that they need for their development and success.

I am self-motivated, patient and can work under pressure. My credentials and educational background make me feel confident that I am qualified to be part of your teaching force. I am hoping that my qualifications will meet your standards and expectations.

Respectfully yours,

  
KARIZZA A. MALAZARTE  
Applicant