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To whom it may be concern

RE: Application for instructor

I hereby forward this application letter and resume.

I'm interested in applying for the position you have open in the Institute of Human Kinetics. I am sure I have the knowledge and abilities to carry out the task as effectively as when the institute requires. As a fresh graduate, I am ready to develop my abilities in the field of teaching.

I will make an effort to efficiently complete all of the tasks in accordance with the institute requirements and uphold the quality that you have established. If given the chance, I will carry out my responsibilities with determination, commitment, and honesty. As I believe I have a part to play in making things successful, it is my goal to build and be a member of the institute of human kinetics that is very active in making the institute and teaching successful.

I'm looking forward and hoping that you'll give my application more consideration. Thank you.

Sincerely,

Maria Nikka S. Fronteras