

DIANNE M. DALIN-AS

Brgy. Kilim Baybay City, Leyte
09358591146
dalinasdianne@gmail.com

July 02, 2022

Dear Ma'am/Sir;

Good day! I am writing this application with regards to the opening of positions in your office the Department of Business and Management Visayas State University. As a management graduate, I believe that the skills and knowledge that I have gained through the years makes me a valuable candidate as an Instructor. I have worked as an educator since 2019. I have completed all the course requirements of Master's Degree and currently working on my special problem. I have handled both small and large classes as an educator and have perfectly adapted myself in the face-to-face and online classes.

I have become confident in my ways of dealing with diverse personalities that enabled me to work effectively individually or in groups. I believed that my enthusiasm makes me a perfect fit to serve as one of the in your office. Having this passion, I am with great excitement to work with your staff to help your office grow and flourish in the next years.

Attached here are documents as additional reference. Hoping that this letter of application brings your attention for considering me as one of your employee.

Thanks and more power.

Very truly yours,



DIANNE M. DALIN-AS
Applicant