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**DEPARTMENT OF ARTS LANGUAGE AND LITERATURE**

Baybay City, Leyte  
Visca Baybay City, Leyte 6521-A, PHILIPPINES  
[dall@vsu.edu.ph](mailto:dall@vsu.edu.ph)

To Whom It May Concern,

I am writing to apply for the position of part- time Instructor in the Department of Arts Language and Literature. As a graduate of Bachelor of Culture and Arts Education from the Visayas State University and a recent LET passer, I hope to bring my knowledge, skills and commitment to excellence to the of Department of Arts Language and Literature.

I have completed several internship programs from different places where I gained knowledge and skills that would be beneficial for this position. These include roles as an interviewer at the City Traffic Management and Terminal Office in Baybay (2018), customer service at Sibugay Mountain Resort in the Municipality of Albuera (2022), intern at VSU Development Communication Center (DYDC 104.5) (2022), and practice teacher at Bunga National High School (2023), where I had the opportunity to lead and inspire young minds.

I possess a strong drive, adaptability, and a genuine eagerness for continuous learning. I believe that my educational foundation, combined with my enthusiasm for teaching, position me as a well-suited candidate for this role. I am dedicated to delivering excellence in my work and I am thrilled about the prospect of personal and professional growth.

Thank you for considering my application. I am looking forward to the opportunity to discuss how my skills and experiences align with your needs.

Sincerely,

Abegail M. Prieto