

September 29, 2022

JOEL Q. MABALHIN, Ed.D  
Head, Department of Teacher Education  
Visayas State University  
Baybay City, Leyte

Sir:

An educator with high regard for quality education and has respect to your institution, and with utmost yearning to serve and work with full capacity in which the following qualifications must be adopted, is applying for an instructor position subject to your consideration and my qualification.

I am KRIZIA G. GARINGALAO, an English instructor from a state university in Southern Leyte, handling Purposive Communication and Literature subjects. I also was an English teacher from a respected private school in Maasin City for eight years, designated as English and Mother Tongue Coordinator for two years. Added to my professional experience, I was a part-time Graduate School instructor of the same school. I was also one of the thesis advisers of the said institution for those whose focus is English Language Teaching.

I am delighted about the prospect of working in your university, teaching a diverse group of learners and focusing my time and energy towards mentoring them, collaborating with colleagues, and developing engaging, effective courses. My varied experiences molded me to be flexible to changes, innovative in teaching, and generally an efficient educator. Though, best of everything has been stated, however, certain circumstances may test my patience, faith and even personality. Rest assured the learnings I gain from my working experiences taught me to be professional at all times.

Teaching is challenging and at the same time rewarding. I want to grow professionally in the field that I want to give attention and I believe your university can help me. I am optimistic that all my qualification as applicant would meet your standards for hiring.

If you think I met the qualifications you need, I am much willing to come for an interview at your most convenient time. Thank you very much. More power to your university!

Truly yours,



Krizia G. Garingalao, MAEd-ELT

# Curriculum Vitae

## PERSONAL DATA

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### KRIZIA G. GARINGALAO

Address: Canturing, Maasin City, Southern Leyte  
Contact Number: 09751384657  
Birthplace: Maasin, Southern Leyte  
Birthday: September 3, 1990  
Age: 32  
Civil Status: Married  
Spouse: Arvin Jay M. Garingalao  
Son: Macarius G. Garingalao  
Teaching Experience: 11 years  
Email: [kriziag03@gmail.com](mailto:kriziag03@gmail.com)



## EDUCATION

### Graduate School

**Cebu Normal University** 48 units  
ED.d- English Language Teaching

**Cebu Normal University** 2018  
MAED- English Language Teaching  
Master Thesis: Influences of the Localized Literature to Learners' Comprehension and Engagement

### Undergraduate Program

**Saint Joseph College** 2011  
Bachelor of Science in Elementary Education  
CUM LAUDE

### Secondary

**Saint Joseph College** 2007

### Elementary

**Saint Joseph College** 2003

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## TEACHING EXPERIENCE

2011- 2012	Grade 3- English, and Religion teacher Saint Joseph College
2012-2020	Grade 5- English, Religion and HELE teacher Saint Joseph College
2018-2020	English and Mother Tongue Coordinator Saint Joseph College
2020	Part-time Graduate School instructor Saint Joseph College
2020- present	Instructor 1 Southern Leyte State University Maasin City Campus

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## AWARDS AND ACHIEVEMENTS

- Regional coach winner in News Writing and qualifier for National competition
- Regional coach winner in Editorial Writing and qualifier for National competition
- 2018-2019 Gawad Gurong Genyo
- Pearly White Awardee at Southern Leyte State University

## SEMINARS AND TRAININGS ATTENDED

- Deped mandated trainings for coaches in Campus Journalism
  - Bookstore sponsored seminars and trainings
  - Annual In-service Trainings
  - CEAP Congress
  - PAFTE Regional Congress
  - ISO Enhancement Trainings (University-wide training)
  - English Language Teaching Trainings and Seminars
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## RESEARCH FOCUSES

- Applied Linguistics
  - Sociolinguistics
  - Innovative Language Teaching
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**REFERENCES:**

Beverly B. Fernandez

Dean Teachers College  
Saint Joseph College  
Tunga-Tunga, Maasin City  
09658209201

Estrellita B. Plarisan

Principal Grade School Department  
Saint Joseph College  
Tunga-Tunga, Maasin City  
09176912585

Maria Estela E. Roa

Campus Director  
Southern Leyte State University Maasin City Campus  
Tunga-Tunga, Maasin City  
09094992660