

Dr. Edgardo E. Tulin  
President  
Visayas State University, Baybay City  
Leyte

Through: Dr. Lourdes B. Cano  
Director  
ODARHD

November 4, 2020

Dear Sir,

Greetings!

It gives me great pleasure in applying for the post of Guidance Advocate in your Insituution. I am sure that my credentials and interests suits to your needs well.

I have been exposed to different facets and aspects of Counseling and Psychotherapy, including but is not limited to the following Crisis Counseling, Marital and Family Therapy, Critical Stress Debriefing, and Basic Counseling Trainings to Pastoral Counselors.

My contributions to the Counseling Programs in my previous jobs were significant. I am equipped with several Counseling Techniques with which I have learned from my experience in UGAT FOUNDATION as there full time In House Counselor for 8 years, I have also been an UGAT Volunteer Counselor for their virtual and face to face Counseling Programs, specifically for OFWs.

The compassion and Flexibility that I have manifested became one of the reasons why I was assigned several Domestic and International Counseling and Training Projects addressing the needs of both our Individual and Corporate Clientele. I have outstanding interpersonal and communication skills with the ability to teach in such a way that is easy to understand, along with the ability to multi-task and to work well in a high stressful environment.

In an effort to expand my knowledge and horizon, I wish to be able to apply my accumulated knowledge and experiences towards making your company a success through Counseling and Psychotherapy. My track record with my previous employer has been impeccable and the seminars and training that I have attended and even facilitated have assisted me in developing my methods and improving myself.

I look forward to the possibility of an interview to discuss the demands of this position and how I can be a value to your team. I am currently in Cebu and hoping to be considered as your online counselor. Thank you for taking the time to read my application

Respectfully,

Ma Rose Karen Teves  
09958717301