

JOSHUA R. MORENO  
Zone 2, Brgy. Ulhay, Javier Leyte 6511  
+63 910-188-0126  
[moreno.joshuarote@gmail.com](mailto:moreno.joshuarote@gmail.com)

July 21, 2025

**Dr. Eusebio R. Lina, Jr.**  
Department Head  
Department of Mathematics  
Visayas State University  
Visca, Baybay City, Leyte

Dear Dr. Lina:

Greetings!


As a long-time admirer of Visayas State University's commitment to academic excellence and quality education, I am writing to express my sincere interest in the Part-Time Instructor position in the Department of Mathematics. I came across the job posting on the official university website ([jobs.vsu.edu.ph](http://jobs.vsu.edu.ph)), and upon reviewing the qualifications, I found a strong alignment with my background, skills, and professional experiences.

I am a candidate for the degree of Bachelor of Secondary Education Major in Mathematics at Visayas State University-Main Campus, and I am expected to graduate on July 24, 2025. The Department of Mathematics holds a very special place in my heart, as it is where I developed both my academic foundation and my passion for teaching mathematics. Over the past five years, I have been deeply inspired by the department's unwavering dedication to delivering high-quality instruction. It would truly be an honor to work alongside the exceptional faculty who have guided me throughout my journey and to contribute to the university's mission of fostering excellence in education.

During my internship as a mathematics practice teacher and my experience as an online mathematics tutor for over a year, I have gained valuable skills in lesson delivery, both in face-to-face and online learning environments. These experiences also taught me how to communicate effectively with students and parents, respond to their concerns professionally, and ensure their satisfaction with the services I provide. The positive feedback and commendations I have received—detailed in my resume and curriculum vitae—are a testament to my dedication and work ethic. I would consider it a privilege to bring this same level of commitment, passion, and professionalism to your department.

Thank you for considering my application, Sir. I look forward to the opportunity to further discuss how I can contribute to the Department of Mathematics.

Sincerely yours,

  
Joshua R. Moreno