

February 9, 2023

Dr. Charis B. Limbo-Rivera
Director, Institute of Human Kinetics
VSU, Visca, Baybay City, Leyte

Good Day Ma'am,

I have read a post on the VSU HRIS website that you are looking for a Physical Education instructor. I am a competent, trained, licensed teacher with almost five-year teaching experience who has the passion and ability to represent the school and the students. I am therefore very keen to apply for the said role.

You may also be pleased to note that my music, dance, sports office, event managing, and planning experience and skills are my personal strengths that I can use in your department. I believe my beliefs, enthusiasm, and advocacy as a young leader will work with your institution to achieve your goal and purpose of providing quality education.

Attached to this is my curriculum vitae, which will give you a quick glimpse of my job credentials, if it appears that I can offer the kind of assistance the institution needs, please consider me for an interview and teaching demonstration.

I am hoping for your kind consideration on my teaching application. Thank you and more power to your good office.

Yours Truly,

A handwritten signature in blue ink, appearing to read 'Maria Elena S. Guy-Ab', with a stylized flourish at the end.

MARIA ELENA S. GUY-AB
Applicant