

July 22, 2022

**Dr. Jett C. Quebec**

Department Head

Department of Liberal Arts and Behavioral Sciences

Visayas State University

Dear Dr. Quebec:

As stated by a credible person, I was informed that your department is looking for candidates to serve as manpower for Part-time Instructor. In this regard, I would love to offer myself as a promising candidate to the job opportunity.

As a product of Department of Liberal Arts and Behavioral Sciences of Visayas State University, I was educated and trained by skilled professors on the underlying concepts concerning liberal arts and social science subjects. Furthermore, I majored in English Language Studies, thus I possess general knowledge concerning English language and other significant areas regarding language in general. Moreover, I acquired and performed well in English Language Teaching class wherein diverse approaches and methods were discussed and practiced in teaching the English language. The ELT class allowed me to explore and practice the effective teaching approaches to inclusively cater the learning needs of all students.

Indeed, I am a fresh graduate equipped with knowledge and pedagogical skills important for an instructor to deliver the lesson and become an assisting body in molding the aspiring students of Visayas State University.

In conjunction with this letter is my resume and I am hopeful to talk to you at your most convenient time. In addition, I am to be reached easily at [arieshanopol@gmail.com](mailto:arieshanopol@gmail.com) and through my mobile-09207219078. My gratitude is all yours and have a good day ahead.

Hopeful,

  
Josel Cagascas Anopol