

Aug 24, 2021

Dr. Jett C. Quebec  
Department Head  
Department of Liberal Arts and Sciences  
Visayas State University  
Visca, Baybay City, Leyte

Dear Sir Quebec,

I, the undersigned would like to tell you I have an intent to apply for a Social Science teacher in the Department of Liberal Arts and Behavioral Sciences. I finished my bachelor's degree in Secondary Education major in Social Studies last May 2019 in Leyte Normal University. I recently passed the Licensure Examination for Teachers in September 2019.

My experiences during my internship at Sagkahan National High School and Leyte National High School sharpened my potential as an educator and would gladly take it into the new level in a much more challenging working and teaching environment. I am a trustworthy and approachable individual with good communication to cooperatively work with different kinds of people as well as to meet the needs of your agency and to promote its philosophy and goals. My experience has led me to achieve my full potential in shaping the minds of the learners entrusted under my care. I also believe that teachers should engage themselves in a life-long learning, I have decided to start taking my graduate studies in Leyte Normal University last year. I am now pursuing Master in Education with specialization in Educational Management.

In terms in work related matters, I am hardworking, honest, committed, can do multi-tasking and a self-discipline person who you can rely on. I believe that my motivation and commitment will allow me to fit into your work environment and immediately start supporting the needs of your institution and my future students.

Thank you for taking time to review my application and I am looking forward to hearing from you. I will make myself available to meet with you at your earliest convenience.

Sincerely,

GENOVIVA B. GONZALES