

Brgy. Bagumbayan  
Hilongos, Leyte 6524

February 27, 2023

**DR. JETT C. QUEBEC**

Department Head  
Department of Liberal Arts and Behavioral Sciences  
Visayas State University  
Visca, Baybay City, Leyte

**Dear Dr. Quebec:**

I, the undersigned, hereby place my application as a college part-time instructor at the Department of Liberal Arts and Behavioral Sciences. I am a graduate of the Franciscan College of the Immaculate Conception Baybay City Leyte Incorporated with the program Bachelor of Secondary Education Major in English.

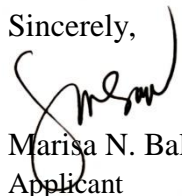
I have undergone six months of teaching experience in the department as a part-time instructor during the first semester of A.Y. 2022-2023. I believed that this credential has developed in me the expertise to render quality education to my students. In my present capacity as a part-time instructor, I am imparting knowledge to diverse students and had been successful in taking equal care of them in their respective background and areas of interest despite today's new mode of learning. Moreover, in spite of the shortage of classrooms, I was able to successfully hold face-to-face classes for selected activities for both written and performance-based assessments such as: long quizzes, exams, oral recitations, speeches, and role plays in order to develop the talents and abilities of my students better. Other than that, I'm well aware of the effort and patience needed in teaching. In fact, I was able to maintain good relationship with my students. This experience, combined with the knowledge and skills that I obtained during my undergraduate studies has made me resilient, flexible and hardy as an educator. Hence, I believe that my experience, my personality and my education have prepared me to work well with others and to respond creatively to challenges and added responsibilities in teaching.

Attached in this application letter are the pertinent documents that could further vouch my skills and capacity as a part-time instructor in the department. For inquiries, you may contact me via my cell number cited as 09658392661. I am very much willing to come for an interview at the time of your convenience.

Hoping for your favorable response on the matter as above stipulated.

More power and God bless!

Sincerely,



Marisa N. Ballada  
Applicant