

SHERLY MAE D. PANSOY

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DR. CHERRY N. ROLA

Head, Department of Arts, Languages, and Literature

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Rola:

I am writing to express my interest in the position of Part-Time Instructor at your esteemed department, Department of Humanities and Social Sciences. Having recently obtained my degree of Bachelor of Arts in English Language Studies from Visayas State University – Baybay, I am eager about the opportunity to begin my teaching career in a dynamic environment and contribute to your academic mission.

Throughout my academic journey, I have developed a solid foundation in grammar, linguistics, and communication studies. I also gained practical experience in academic writing through coursework. My passion for language and desire to help students grow in their communicative competence drive my enthusiasm to be part of your esteemed department.

I bring with me a strong sense of responsibility, excellent command in English language and deep commitment to learning and teaching. I am also adaptable, collaborative, and open to mentoring and training opportunities that will enhance my skills in instruction and classroom management.

I would be honored to contribute to your academic team and support your students' growth in language proficiency and critical thinking. I am available for an interview at your convenience.

Thank you very much for considering my application. I look forward to the possibility of contributing to your department.

Respectfully Yours,

Pansoy, Sherly Mae D.