

July 17, 2025

MAGDALENE C. UNAJO

Department Head

Department of Computer Science and Technology (DCST)

Visayas State University

Visca, Baybay City, Leyte 6521A

Dear Ma'am,

I am writing to express my sincere interest in applying for the vacant position recently posted. I am eager to take this opportunity to further develop my skills and contribute to the university with full commitment and dedication.

My name is Abegail P. Calixtro, a 27-year-old resident of Brgy. Igang, Baybay City, Leyte. I have been serving as a part-time instructor in the Department of Computer Science and Technology at Visayas State University for nine semesters. This experience has challenged me, not only intellectually but also in terms of personal growth.

As for my education, I hold a Bachelor of Science in Computer Science degree from Visayas State University. Additionally, I have earned 9 units in the Master of Science in Computer Science program at Cebu Institute of Technology University and 18 units in Professional Education from Franciscan College of the Immaculate Conception. I would love to apply the knowledge and skills gained from these esteemed institutions to serve the university effectively.

Beyond academics, I have participated in various organizational and extracurricular activities, which have significantly enhanced my self-confidence, teaching abilities, and leadership skills. I am highly motivated to continue teaching, as it not only allows me to share knowledge but also helps me grow professionally and personally.

Attached is a copy of my resume, TOR, and other supporting documents.

I would be honored to attend an interview at your most convenient time.

Thank you, and God bless!

Sincerely,


ABEGAIL P. CALIXTRO