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Dr. Jett C. Quebec
Head, Department of Liberal Arts and Behavioral Sciences
Visayas State University-Main Campus
Baybay City, Leyte

Dear Mr. Quebec,

Greetings!

I am writing to express my interest to serve your institution as a Part-time Instructor. I learned that VSU-DLABS will offer AB Philosophy program and I am confident that my academic background would be successfully utilized in this growing family.

I am a graduate of Bachelor of Arts in Philosophy from Saint Joseph College. Although I do not have any previous experience of professional teaching yet, I do have prior experience of interacting with the students or youth and understanding their problems and giving advises during my formation in the Pope Paul VI Minor Seminary.

My goal is to motivate students in ascertaining their inner strengths, abilities and the activities that truly inspire them. I aim to provide stimulating learning environment that fosters confidence and encourages students to reach their full potential. Along with my skills, I will bring a creative, positive energy to the institution, accompanied by a desire and willingness to work with the others to achieve a common goal.

Enclosed for your consideration is my resume. I would appreciate the opportunity to discuss my suitability and qualifications with you on call or in person.

Sincerely,

MARK I. CASABA