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**Dr. Jett C. Quebec**  
Head, Department of Liberal Arts & Behavioral Sciences  
Visayas State UNiversity  
ViSCA, Baybay City, Leyte  
Email: [dlabs@vsu.edu.ph](mailto:dlabs@vsu.edu.ph)

Dear Dr. Quebec:

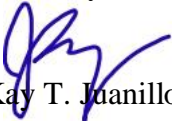
In my continuous pursuit of knowledge and excellence, I am again conveying my interest in applying for an instructor position in this department. I have been working in this department for more than four years, and my experience here as a college instructor has been truly enriching.

As I have developed my skills and abilities, I believe that I have complied with the university's standards of delivering quality education to students coming from a wide range of backgrounds. My endeavors to provide quality education even under the New Normal have helped me build and uphold a high standard of professional behavior that adheres to the ethical and moral values that should be embodied by individuals responsible for shaping the minds and future of learners. Indeed, teaching under a global pandemic is never easy. A lot of challenges have come along the way. However, it has also offered me opportunities to become more versatile in innovating different learning and teaching strategies that enable my students to acquire knowledge effectively. As I move along with the demands of my job, I am constantly striving and learning in order to provide my students with a productive learning environment that captures their interest and eagerness to discover their academic and interpersonal skills.

Further, in my stay here in the department, I believe that I have contributed to the department's growth, not only in number but also in producing learning materials and research that have been beneficial to the university and its clientele. Moreover, as I earn my Master's degree in Language Teaching, I believe my continued role can further contribute to the university's vision and mission of producing highly competent graduates who will continue to strive for excellence in every aspect of their personal and professional careers.

For additional details regarding my qualifications, please review my attached résumé. I am also sending an official copy of my transcript of records and other pertinent papers for your perusal and evaluation. Thank you for considering my application. I welcome the opportunity to discuss with you how my skills and strength can best serve your department.

Sincerely,



Kay T. Juanillo