

*Republic of the Philippines*  
Province of Leyte  
Region VIII (Eastern Visayas)  
BAYBAY CITY, LEYTE

September 2, 2022

To:  
**BAYRON S. BARREDO**  
Dean/Director

Thru:  
**SHALOM GRACE C. SUGANO**  
Department Head  
VSU Integrated High School  
Visayas State University

Dear Mam/Sir,

Good Day!

This is to convey my keen interest in applying for a teaching position in response to the recruitment of Filipino Instructor Junior High School Year 2022-2023. Kindly consider me as an applicant.

I am a graduate of Bachelor of Secondary Education Major in Filipino at Visayas State University (VSU) VisCa, Baybay City, Leyte. I passed the Licensure Examination for Teachers last September 2018 and obtained my license last January 2019. I undertook training that adds my capabilities and skills; I received a Certificate of Training for having successfully completed the course in Food and Beverage Services (hotel and restaurant management) at Palermo Hotel Institute of Tourism and Hospitality, Baybay City, Leyte.

I believe that my instructional capabilities and teaching experiences befit me to the requirements of a FILIPINO teacher.

Looking forward for your favorable response regarding this application. You may contact me via cellphone mobile 09501585093. Thank you for your time and consideration.

Respectfully yours,

LAICA MAE B MONTILLANO,LPT  
APPLICANT