

## APPLICATION LETTER

Riverside Street  
Cagwait, Surigao del Sur  
April 24, 2022

Mr. Mark Climaco  
CIT College Dean of SDSSU – Cantilan Campus  
Cantilan, Surigao del Sur

Dear Mr. Climaco:

Good day!

I am Vilmalyn M. Sanchez and I am 26 years old. A woman with high regard for your institution and with an earnest desire to serve in a capacity in which of the following qualifications must be adopted, is applying for a position as an IT instructor of your college department. I saw the post in your Facebook page about this job that gives me interest to apply for the position required.

I am a fresh graduate with honor of Mindanao State University-Main Campus, Marawi City, attained the degree of Bachelor of Science in Information Technology major in Database System.

In addition, I have many experiences that shaped me to handle everything very properly. I have worked as an IT teacher in Unidad National High School where I teach Senior High School students for 1 year. Also, I joined different organization, in and out of the school that helped me to develop my leadership and self-confidence.


I am a hardworking person and I have a comprehensive understanding of the position I am going to take, that I am capable enough to handle and pursue. I have a long patience; I am humble and participative. I have interests in photography, dancing, writing, and coding. I am optimistic that all my qualifications as an application for being an instructor of your department would meet your standards for hiring.

The position is very captivating to me, and I believe that my strong experiences and education make me a highly competitive candidate for this position.

If you think I met the qualifications, you need. I am willing to come for an interview at your most convenient time just call me anytime with this number 09638319222.

Thank you very much and I'll wait for your favorable response.

Respectfully yours,



Vilmalyn M. Sanchez