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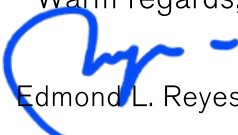
*Director*  
*NSTP Office*  
*Visayas State University*  
*Visca, Baybay City, Leyte*

Dear Sir,

I am writing to express my interest in applying for a clerical position at your NSTP office. I am a graduate of the Bachelor of Animal Science program and a licensed Agriculturist, with a solid background in animal husbandry and academic training focused on agriculture. While my education has equipped me with technical knowledge in the field, I am also open to exploring opportunities beyond my specialization, particularly roles that allow me to grow professionally, gain practical experience, and contribute meaningfully to a supportive and service-oriented environment like yours.

Though I am at the beginning of my career journey, I bring a strong work ethic, a detail-oriented mindset, and a genuine enthusiasm for service. I am confident in my ability to adapt quickly and take on responsibilities with professionalism and dedication. I believe that with the right guidance and a positive working environment, I can be a valuable addition to your team and support the day-to-day operations of the NSTP office effectively.

I would appreciate the opportunity to further discuss how I can contribute to your office. Thank you for considering my application. I look forward to the possibility of working with you.

Warm regards,  
  
Edmond L. Reyes