

May 26, 2022

HONEY SOFIA V. COLIS
OIC Director, ODHRM VSU,
Baybay City, Leyte
Jobs.vsu.edu.ph

Dear Madame:

A pleasant day to you!

I am **JHONDEL S. ALVAREZ** a graduate of Bachelor of Science in Secondary Education at Eastern Visayas State University - Carigara Campus and a Registered Secondary Teacher by profession. I am interested to work in any government and private vacancies, I apply to your office as **Shool Credits Evaluator(SCE-1-1998)** and its pleasure to work in your captivity. I am open to any position or job vacancies offered in your office as long as I am capable and suitable to it.

I am willing to undergo any kind of training and orientation as needed and I am assuring you that I am well-rounded and that I am open to new challenges and discover new ways to deliver excellent quality service that is consistent with my values and goals.

I am hoping for your positive response regarding this matter. I am open for an interview, you can reach me on my number at **09056713361/09659247875** and in my email address at **alvarezjhondel04@gmail.com**

Thank you.

Very truly yours,


JHONDEL S. ALVAREZ
Applicant