

Zone 5 upper

Balugo, Albueria, Leyte

July 22, 2023

HR Manager

Visayas State University

Visca, Baybay City, Leyte

Dear Ma'am/ sir,

LETTER OF APPLICATION

I write to apply for the position (administrative Aide III (Clerk I) at the Office of the Director for Human Resource Management as posted in the VSU Jobs of VSU portal.

I am a graduate of Bachelor of Science in Agribusiness from Visayas State University main campus class of 2021.

I am a fresh graduate and confident that my skills and experience to my studies can make a great contribution.

I look forward to have an interview to discuss other matters as stated on my attached documents.

Yours faithfully,



Cagoyong, Lorymie I.