

July 17, 2024

CHRISTINA A. GABRILLO

Station Manager

DYDC FM

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Gabrillo

I would like to express my immense interest to apply in your good office for the position of the **administrative aide VI position (Broadcast Operator I)**

I am currently working at the VSU Radio DYDC 104.7 MHz, a Development Campus Radio, for almost 3 years this incoming September 1 as a Broadcast Operator/Announcer , a Broadcaster, and a Disc Jockey.

I have been handling various radio music and developmental news programs which allowed me to hone my research and communication skills, Also part of my job was do audio editing and audio recording for the various clienteles in and outside VSU. Part of my job was also to layout promotional posters for the stations social media account.

My work experience and educational background have aided me in acquiring said knowledge and skills. I was also able to achieve interactive activities by, interviews,voice recording. I was also practiced to use media to thoroughly complete these aims by producing radio programs and creative broadcasting.

Further examples of my skills and achievements are outlined on the attached document. I will grab every opportunity to learn more.

Attached is my resume for your perusal. I can be reached anytime via email sarah.daclizon@vsu.edu.ph or my cellphone number: 09452500996.

Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

Very respectfully yours,

SARAH FAITH C. DACLIZON