

Human Resource Department
Visayas State University
VSU, Baybay City, Leyte, Philippines 6521

Dear Mam / Sir:

Good day! I am Christopher John Sta Iglesia, legal age, married; and a resident of 446 Brgy. Kilim, Baybay City, Leyte, Philippines 6521.

Currently, employed as a Job Order employee at Visayas State University for the Accounting Department as Admin Aide III.

My two years here at the Accounting Office gives me ample experience to apply or upgrade higher position if given the opportunity. As, I have this eagerness in applying as an Admin Aide VI (Clerk III), for the DEPARTMENT OF METEOROLOGY. It is an advantageous for me as I got familiar with office administration task and also advantage for me to connect with personnels at the Administrative Dept., especially in Accounting Section.

Facing day to day errands gives me the courage to do the job better.

I am looking forward for an interview once opportunity is given on my favor.

Thank You and God bless.

Sincerely,

CHRISTOPHER JOHN STA.IGLESIA
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