

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, I am working as a JO (Job Order) employee for years now as Admin Aide III for the Accounting Department of Visayas State University.

My Job Contract will lapse this coming January 2024. I have this eagerness in applying as an ADMINISTRATIVE AIDE VI POSITION (Clerk III), for the INFORMATION AND COMMUNICATION TECHNOLOGY MANAGEMENT CENTER.

At the same, facing day to day errands gives me the courage to do the job better.

I am looking forward to hear from you for an interview.

Thank You and God bless.

Sincerely,

CHRISTOPHER JOHN STA.IGLESIA
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