

MYLYN B. GORNOT

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VICENTE A. GILOS

Chief Librarian
Office of the Chief Librarian
Visayas State University
ViSCA, Baybay City, Leyte

Dear Sir Gilos:

I was excited to learn of this job opportunity from the post of one of my colleague in the profession through Simply Hired Librarian Facebook group that your school is seeking applications for a College Librarian I position, and I am very interested in being a candidate.

I have earned my Bachelor of Library and Information Science (BLIS) degree from Leyte Normal University and graduated as a cum laude. And I already passed the Librarians Licensure Examination (LLE).

I am passionate about instilling and promoting a love and enthusiasm of providing and retrieving accurate, relevant, reliable and updated information towards library patrons. I am also eager in taking more challenges in exploring new effective and efficient ideas to today's library management and development.

At present, I am a periodical librarian of University of Cebu Lapu-lapu & Mandaue Campus. While this job honed me professionally and personally and also when it pertains to acquisition, collection development, organization and indexing of periodicals, I'm equipped and ready for a new challenge. I was also able to develop time management skills and I am capable enough to handle stress and work under pressure especially during accreditation. Unfortunately, there's a little room for advancement with my current employer, and I feel I have a great deal to contribute to a larger organization that offers room for growth.

During my internship, I received awards that I believe are evidence of my excellence as a student. And I am confident that my extensive experience and license makes me a strong candidate for a librarian.

I really pride myself to be a great librarian in your university. It would be my great honor that you would give me the opportunity to discover and learn more things in my chosen field and it would hone my reference and technical skills in the library.

I give you thanks for giving me a chance to serve in your reputed university. I look forward to discussing with you further at your convenience about what I may offer to your university.

Sincerely yours,



MYLYN B. GORNOT, RL

Applicant