

Baybay City, Leyte,
6521-A Philippines
09351315130
dyanamilleza02@gmail.com

January 22, 2023

MAE ANN A. BRAVO

Head
Central Analytical Service Laboratory
Visayas State University
Visca, Baybay City, Leyte

Dear Ma'am:

I am writing to apply for the position of Science Research Specialist II (Item No.: SRAS2-1-1998) at Visayas State University.

As a Bachelor of Science in Chemistry graduate and with MS degree in Soil Science, I am looking forward to apply my skills in a practical setting. I have enclosed my resume and TOR (Transcript of Records) along with this cover letter for your consideration.

Over the past years, my college and MS course encompassed various areas in Chemistry and Soil Science as well as great deal of hands-on laboratory experience and short-term research which confirms that my academic background in Chemistry and Soil Science is good. After graduation, I worked as a part-time instructor at Visayas State University. I also worked in Philippine Associated Smelting and Refining Corp. Laboratory for almost 4 years. This work experience helped me a lot especially in improving my skills and knowledge especially in different kinds of analyses. I was also exposed to relevant trainings especially in using different instruments in the laboratory.

I am patient, dedicated, hardworking and enthusiastic and have the zeal to meet deadlines. I am also passionate about working in the team. My good communication and interpersonal skills are perfect fit for any team work.

Thank you for your time and consideration. If you would like to get in touch to discuss my application, you can contact me with this phone number 09351315130. I look forward to speaking with you about this employment opportunity.

Sincerely,



Dyana Rose Taripe Milleza