

June 15, 2023

Dr. EDGARDO E. TULIN

President, Visayas State University
Baybay city, Leyte

Thru: DANIEL LESLIE S. TAN

Chairman NAPB

Dear Dr. Tulin:

I have read from the Visayas State University facebook page that the position for Administrative Aide I (utility worker) is open for hiring. It is my privileged to formally signify my interest to apply for the said position.

I am Lionel Hoyla Liong, 41 years of age and I have finished 142 units in Associate in Computer Science from Franciscan College of the Immaculate, Baybay City, Leyte. I have been working in this institution for more than 6 years as Job Order Employee.

I am currently assign at the HRMO as a clerk at the same time a messenger and I sometimes do the utility work if need arises.

I am hoping that you would see my potential and eagerness to work in this institution.

Thank you very much and more power.

Sincerely yours,



LIONEL HOYLA LIONG