

February 14, 2024

DR. JANNET C. BENCURE
Department of Geodetic Engineering
Visayas State University
Visca Baybay City Leyte

Dear Dr. Bencure:

I am submitting this letter in response to the casual job position available for Laboratory Aide I in Department of Geodetic Engineering. With my 1 year and 4 months of experience working as a laboratory aide in Department of Geodetic Engineering, I was responsible for the maintenance and control of the laboratory instruments/equipment and also in assisting on borrowing of Instruments/equipment in the department, and also serve as utility messenger of the department to utilize the cleanliness of surrounding and routing of documents.

I am graduate of Bachelor of Animal Science at Visayas State University, Visca, Baybay City, Leyte. I am proud that I have been trained and equipped with technical knowledge in Microsoft office and other basic computer knowledge and also data gathering for AACUP evaluation, RQAT evaluation and ISO preparation in my experience in the Department of Agricultural Biosystems Engineering, Department in Geodetic Engineering.

In this application would merit your attention, please let me know and contact me in mobile number or email. Your positive response will highly appreciated.

Thank you and God bless.

Very respectfully yours,


ALVIN E. SORIA

Applicant