

Catungawan Norte,  
Guindulman, Bohol  
March 14, 2025

**MARTIN JAN E. MERCURIO**

Department Head  
Department of Geodetic Engineering  
Visayas State University  
Visca, Baybay City, Leyte

Dear Engr. Mercurio,

A pleasant day!

I am writing to express my interest in applying for the position of Instructor I at the Department of Geodetic Engineering of Visayas State University. I believe that my background and skills align with the responsibilities and goals of this role.

My name is **Sweet Grace B. Deloso**, an alumna of Visayas State University-Main Campus, where I earned a Bachelor of Science in Geodetic Engineering. During my academic journey, I honed my knowledge and expertise in my field, which I am eager to apply in a practical setting.

Last November 2023, I passed the Geodetic Engineering Licensure Examination. I completed my On-the-Job Training at Pintor Surveying Realty and Development, one of the prestigious firms located in Bulacao, Cebu City. During my training, I gained experience in various types of surveys, such as Relocation, Subdivision, and As-built Surveys, among others. I also assisted with office tasks, which helped improve my communication and mapping skills.

I also worked at RASA Surveying and Realty, one of the largest surveying companies in the Philippines located at Pasong Tamo, Quezon City. During my time with the company, I have expanded my expertise in mapping and Geographic Information Systems (GIS) development. Additionally, I was entrusted with managing and overseeing one of the company's key projects, which has significantly strengthened my client engagement and project management skills.

I believe that my dedication, enthusiasm, and willingness to learn further will make me a valuable addition to your team.

I'm looking forward to a positive response. I will be grateful for the opportunity you would extend regarding my application. You can reach me through this mobile number 09637790279 and this email delososg@gmail.com.

Thank you so much and God bless you always.

Sincerely yours,



SWEET GRACE B. DELOSO

Applicant