

Purok 3

Tahud, Inopacan, Leyte

19 March 2023

HR Manager

Visayas State University

Visca, Baybay City, Leyte

Dear Ma'am/ sir,

#### LETTER OF APPLICATION

I write to apply for the position ( administrative Aide III (Clerk 1 ) at the Office of the University Registrar as posted in the VSU Jobs of VSU portal.

I am a graduate of Bachelor of Science in Agribusiness from Visayas State University main campus.

I am a fresh graduate and confident that my skills and experience to my studies can make a great contribution.

I look forward to have an interview to discuss other matters as stated on my attached documents.

Yours faithfully,

  
Cagoyong Lorymie I.