

Human Resource Department
Visayas State University
VSU, Baybay City, Leyte, Philippines 6521

Dear Mam / Sir:

Good day! I am Christopher John Sta Iglesia, legal age, married; and a resident of 446 Brgy. Kilim, Baybay City, Leyte, Philippines 6521.

Currently, I am working as a JO (Job Order) employee for the Admin Aide III for the Accounting Department of Visayas State University.

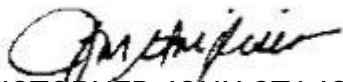
I have this eagerness in applying as an Administrative Assistant I (Computer Operator I) for the Procurement Office. It is an advantageous for me as I have familiarity in procurement and supply industry during my previous job experience. .

At the sametime, facing day to day errands gives me the courage to do the job better.

I am looking forward to hear from you for an interview.

Thank You and God bless.

Sincerely,



CHRISTOPHER JOHN STA.IGLESIA
446 Brgy. Kilim, Baybay City, Leyte | 639232934750
christopher.staiglesia@vsu.edu.ph