

MARIA NINA ARIANNE T. NAVARRO R.L.

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VICENTE A. GILOS

Chief Librarian

Office of the Chief Librarian

Visayas State University

Sir:

Good Day!

I have heard from my colleagues that your institution is in need of a licensed librarian for the position as College Librarian 1. The said position provides an excellent opportunity to work with a multicultural, urban community while allowing me to utilize my previous experience and education. With due respect, I would like to grab this opportunity to fill in the vacant position.

On my current job as a librarian at Holy Infant College, I have played a key role in empowering students to be critical thinkers and skillful researchers through their involvement with library services. Whether fostering an environment of creativity or infusing library services into units of instruction, I have constantly met the challenge of converting students into “readers” and “researchers”. I want to bring this value to your noble institution.

With a blended background that shines in education and technology, there is every chance that I can bring genuine value to your future plans and initiatives. I am hoping that my qualifications are of interest of you and that an interview might be arranged at your convenience. You can reach me with the provided phone number above. I look forward to meeting you soon.

Respectfully yours,



MARIA NINA ARIANNE T. NAVARRO R.L.

Applicant