

Reymar Amplayo

Brgy. San Agustin Baybay City, Leyte

October 23, 2024

Honey Sofia V. Colis
Director, HRMO


Dear Ms./Mrs. Colis,

First of all, I would like to greet you a pleasant day. I was informed by my neighbor, who happened to hear that you are in need of utility personnel. I'm writing to express my interest in this job.

In my previous job, I was responsible for maintaining the cleanliness and functionality of various facilities, ensuring a safe and pleasant environment. I worked as a janitor in NLRC and SM City sucat supermall from November 2002 until March 2012. Also, I was a janitor in the KFHS&RC Wellness Center at Delta Marketing Corporation from March 2012 to August 2024. Now, I am currently working as part-time utility personnel in VSUIHS. I am happy to take this opportunity, and I believe that my skills make me an ideal fit for this job.

Hoping for your kind consideration of my application as a utility personnel. Thank you so much, and God bless!

Sincerely,


Reymar Orlas Amplayo