

February 10, 2023

DR. EDGARDO E. TULIN

President
Visayas State University
Baybay City, Leyte

THRU:

HONEY SOFIA V. COLIS
OIC-Director, ODHRM

Dear Dr. Tulin:


I am to express my intention to apply as Administrative Officer II (HRMO I) of Visayas State University.

I graduated Bachelor of Science in Agribusiness in Visayas State University and Master in Management in Southern Leyte State University. I am currently employed in the Schools Division of Baybay City as Administrative Assistant II assigned in the four schools of Baybay 9 District.

Attached herewith are the pertinent documents for perusal and evaluation.

Thank you for your time and consideration.

Sincerely,


Loris Joy B. Sacro
Applicant