

CRISTIAN A. SANTOS

Brgy. Sto. Rosario, Baybay City, Leyte

January 9, 2023

Visayas State University

Visca, Baybay City, Leyte

Through: **Dr. ELWIN JAY V. YU**

Head

University Services Health, Emergency & Rescue

Visayas State University

Visca, Baybay City, Leyte

R E : Application for Utility/Messenger

Dear *Dr. Yu*,

I would like to apply for Utility/Messenger worker role within your Office under the company, Visayas State University

I currently worked as a Job Order employee here at the Visayas State University under the Supply & Property Office as a driver and delivery personnel. In my current and previous position I deliver first class customer service dealing with all aspects of service-related customer queries. I have worked effectively as a valuable team member, contributing significantly towards targets to consistently meet team objectives.

I believe this position would provide a great opportunity to further my chosen career. My willingness to work hard and build my skill base will make a good candidate for the job.

I have attached all my certificates and work experience letter along with a resume. Please don't hesitate to contact me with questions or queries.

I am hoping for your favorable consideration.

Thank you.

Truly yours.

Christian A. Santos

Applicant