

**HONEY JEANE A. FULMINAR**

Brgy. 49 Youngfield, Tacloban City

[fulminarhj@gmail.com](mailto:fulminarhj@gmail.com)

09551108168

Date: August 13, 2023

**HONEY SOFIA V. COLIS**

Director, HRMO

VSU, Baybay City, Leyte

[jobs.vsu.edu.ph](http://jobs.vsu.edu.ph)

Dear Sir,

Greetings!

I am writing to express my interest in applying for *College Librarian I* to your good office. I am qualified for this position.

I am enthusiastically applying for this position because I firmly believe that a combination of my ability, personally and work experience all make me an ideal candidate for this role. I possess a strong understanding of management, IT equipment and the day-to-day running of the library. In my current position as OIC Librarian at Visayas State University Alangalang. I gained an insight into the different levels of library management.

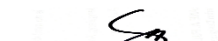
Providing comprehensive support in various library service areas such as reference desk support, circulation, collection development, interlibrary loan, bibliographic support, and library instruction. Utilizing advanced information technology resources including internal/ external, digital libraries, remote-access information sources, and the internet to facilitate library user research, data acquisition, and material location. Organized, analytical, and personable with an outstanding reputation for excellent team collaboration and leadership with my solid knowledge of library services and support, combined with my passion for the wealth of information and learning potential that libraries have to offer.

Having obtained units of my Master of Science in Library and Information Science I was provided with knowledge and skills to work with the best professionals that are highly motivated in following specific instruction and have the ability to accept responsibility, learning and expanding my knowledge while executing tasks designated within the job description.

For additional details regarding my qualification and expertise, please review my attached PDS. I am available for an interview scheduled at your convenience.

Thank you for the time to consider this application and I look forward to hearing from you.

Sincerely,



Honey Jeane A. Fulminar, RL

Applicant