

July 7, 2022

RYSAN C. GUINOCOR
Chief Legal Officer
OFFICE OF THE CHIEF LEGAL OFFICER
Visayas State University
Visca, Baybay City, Leyte

Dear Sir:

Good day! Greetings of Peace and Joy!

I am writing this letter, to apply as **Attorney IV**, of the Visayas State University.

I am a graduate of **Juris Doctor of Law** at the University of San Jose – Recoletos, last May 2021. I was admitted to the bar and became a **full-fledged lawyer** last May 4, 2022. I am now an **Attorney-at-Law**. I also have a degree of Bachelor of Science in **Industrial Engineering** from the same university.

Attached herewith is my PDS for your further perusal. I believed that I have acquired the appropriate knowledge, skills, and relevant experiences for the position.

I adhere to work ethics and aim to be efficient and effective in all tasks given to me whilst contributing to the growth of the organization.

I am willing to discuss my suitability for the position. You may reach me through the mobile number **09165110977**.

Hoping for your positive feedback. Thank you very much.

Respectfully yours,


ATTY. YASIE T. DUNGOG
Applicant