

April 15, 2023

Honey Sofia V. Colis

OIC Director, ODHRM

VSU, Baybay City, Leyte

Greetings!

Good Day! I heard that you are looking for the position of ADMINISTRATIVE AIDE IV (Reproduction Machine Operator) in your department. Please accept my application.

I am **Rodel M. Tumulak**, studied Bachelor of Science in Computer Science at Visayas State University, Visca, Baybay City, Leyte last 2014 (undergraduate). I received a Certificate of Completion for having attended a seminar in GMP, SSOP and HACCP held on June 10 2017 at DBSN Farms Agriventures Corp, Conference Room, Brgy. Antipolo, Albuera, Leyte

I look forward to the opportunity of discussing my application with you and how I can significantly contribute for the ongoing success of your company.

Please see my curriculum vitae or resume for additional information.

Thank you and may God bless you!

Sincerely,

Rodel M. Tumulak (Signature hard copy letter)

Rodel M. Tumulak

