

APPLICATION LETTER

MARIELLE P. LABOR

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ROMEL B. ARMECIN

Director
National Abaca Research Center
Visayas State University
Visca, Baybay City, Leyte

Dear *Director Armecin*,

It is with great interest that I apply for the *Laboratory Technician I* position at the National Abaca Research Center, Visayas State University. As a BS Environmental Science graduate, I bring technical competencies and organizational skills that align with the role, along with a strong commitment to integrity, professionalism, and service excellence.

My academic training and fieldwork provided hands-on experience in laboratory procedures, records management, and data processing using ICT tools. I am proficient in MS Office and web-based platforms, which I have consistently applied in technical reporting, research data handling, and project documentation. These strengthened my accuracy, organization, and attention to detail, qualities essential for effective laboratory and administrative support.

I also value collaboration and adaptability, having worked with diverse groups in research and community settings. This enhanced my interpersonal and facilitation skills, while preparing me to assist not only in laboratory-based tasks but also in field activities such as sample collection, monitoring, and community-related engagements.

Guided by the principle of environmental stewardship, I strive to integrate professionalism with sustainability in my work. I believe these values, combined with my technical background, will allow me to contribute meaningfully to the Center's mission of advancing abaca research and promoting sustainable development.

I am enthusiastic about the opportunity to contribute to the National Abaca Research Center's initiatives and am confident that my skills, adaptability, and dedication to service can add value to your team. I look forward to the possibility of discussing how I can contribute to your office's goals.

Thank you for considering my application.

Respectfully yours,

Marielle P. Labor