16 October 2024

Prose Ivy G. Yepes
President
Visayas State University
Visca, Baybay City, Leyte

Thru: Ms. Honey Sofia V. Colis
Director, Human Resource Management Office

Dear Ms. Colis.

Good day!

I am writing to express my interest in a position in Visayas State University. I am confident in my ability to contribute effectively to your team. I am particularly drawn to VSU's commitment to quality innovation. I am enthusiastic about the opportunity to bring my expertise and dedication to your esteemed team and contribute to the goals and initiatives of the institution.

Thank you for considering my application. I am excited about the possibility of contributing to the University and I am looking forward to the opportunity to further discuss how my skills can benefit your team.

Please feel free to contact me at 0951-799-8179 or via email at andy.lopez@vsu.edu.ph

Warm regards,

ANDY L. TIMKANG

Applicant