



VISAYAS
STATE UNIVERSITY

PRINTING PRESS
MULTIMEDIA DEVELOPMENT CENTER

24 January 2024

RANDY G. CAÑA

Brgy. Guadalupe Zone 4
Baybay City, Leyte
09619601539

VSU PRINTING PRESS/MMDC
Visayas State University
Visca Baybay City, Leyte 6521-A

Dear, Ma'am/Sir:

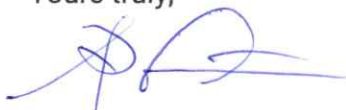
Good day!

I am writing this letter to express to my sincere desire to apply as an Administrative Aide IV printing machine operator, Bookbinding soft/hard serving, cutting papers & composing letter types of manual stamping machine in your office. I believe that this position would provide a great opportunity for me. My willingness to work hard and build my skills make me a good candidate for the job.

I have also some experiences as a jackfruit & pineapple dehydrated machine operator. If I have given a chance to work at your office I will assure you that I will do my best to perform my duties and responsibilities as a Printing Machine Operator.

Thank you very much!

Yours truly,



RANDY G. CAÑA
Applicant

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