

December 23, 2022

HONEY SOFIA V. COLIS
OIC Director, ODHRM VSU
Baybay City, Leyte
jobs.vsu.edu.ph

Dear Madam:

A pleasant day to you!

I am **JHONDEL S. ALVAREZ** a graduate of Bachelor of Science in Secondary Education at Eastern Visayas State University - Carigara Campus and a Registered Secondary Teacher by profession. I am interested to work in any government and private vacancies, I apply to your office as **Science Research Specialist I**, It's my pleasure to work in your captivity. I am open to any position or job vacancies offered in your office as long as I am capable and suitable to it.

I am willing to undergo any kind of training and orientation as needed and I am assuring you that I am well-rounded and that I am open to new challenges and discover new ways to deliver excellent quality service that is consistent with my values and goals.

Attached are my credentials, PRC Licensed, and other documents for you to assess my qualifications.

I am hoping for your positive response regarding this matter. I am open for an interview, you can reach me on my number at **09056713361** and in my email address at **alvarezjhondel04@gmail.com**

Thank you.

Very truly yours,


JHONDEL S. ALVAREZ
Applicant