

ROBERT FRANCIS A. VEGA

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October 10, 2025

DR. PROSE IVY YEPES

University President
Visayas State University
Visca, Baybay City, Leyte
Philippines 6521

Dear Dr. Yepes,

I am writing to express my interest in any available position within your organization. I bring experience as a customer service representative supporting Xfinity/Comcast customers across phone, chat, and email, with strong skills in issue resolution, Customer Relationship Management tools, and accessibility support.

Additionally, I have hands-on experience in video production and editing using CapCut, GoPro Splice, and Adobe Photoshop, along with a background in public service at the Municipal Engineering Office, where I developed strengths in communication, problem-solving, and project management.

While my background may not fully align with all traditional requirements for roles like Media Production Specialist I, I am passionate about videography and eager to learn and contribute creatively to your team.

Attached are my resume and Personal Data Sheet for your review. Thank you for considering my application.

Sincerely,

Robert Francis A. Vega