

January 21, 2020

Lourdes B. Cano  
Director, Administration and Human Resource  
Development Office  
Visayas State University  
ViSCA, Baybay City, Leyte

Good day Ma'am,

I would like to apply for the position as Electrical Engineer II in your organization. I'm a licensed Registered Electrical Engineer, currently I'm doing freelance work(residential electrical plans/installation). Prior to this I had worked for 5 years in a construction firm and 1 year as a Cadet Engineer under NPC-SPUG.

For your reference I had attached my updated résumé and other pertaining documents.

Sincerely,

  
Bonaparte D. Dagami, REE  
Applicant