



June 21, 2021

REMBERTO A. PATINDOL

Vice President of Administration and Finance and
Chairperson, Non Academic Personnel Board (NAPB)
Visayas State University
Visca, Baybay City, Leyte

Sir:

I was informed that the University is in need of one (1) Administrative Aide 1 (Laborer 1). In this regard, I am applying for the said vacant position. I am Florentino D. Bolastig, Jr. 47 years old. I worked at ECO-FARMI for five (5) years and as an Animal Caretaker and Utility worker at the Department of Animal Science from 2013 to present on Job Contract basis (8 years). If given the chance to be hired, I can promise my dedication and willingness to serve the university in the best of my ability.

Should you require for an interview, I am willing to come to your office at your most convenient time.

Thank you.

Very truly yours,

FLORENTINO D. BOLASTIG, JR.
Applicant