

Good day!

Dear Ma'am /Sir;

I would like to express my interest as Administrative Aide. I graduated at Visayas State University with the degree of Bachelor of Science in Agriculture Major in Horticulture. I found this job to one of my acquaintance.

I offer my service and determination throughout the duration of my work.

Thank you for your time and consideration. May God bless you!

Sincerely,

A handwritten signature in black ink, appearing to read 'Joann M. Gortipacion', enclosed within a large, horizontal oval loop.

Joann M. Gortipacion