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Good day, Ma'am Honey Sofia V. Colis

Re: Project Development Officer I

I am writing to express my application for the above position of Project Development Officer 1 at Visayas State University. I am excited about the opportunity to contribute to my alma mater and continue learning and growing in a globally competitive university for science, technology, and environmental conservation.

As an alumnus of Visayas State University, I am confident that I can excel in its working environment and swiftly adapt to the university's standards and policies. My time as a student has equipped me with invaluable knowledge of the institution, which I believe can be beneficial in various areas. Additionally, residing within the university premises enables me to be easily mobilized and readily available to contribute to the university's endeavors.

If given the chance, I assure you that I will perform all my duties to an exemplary standard to quickly become a team member who contributes positively to the organization's objectives. Thank you for considering my application. I look forward to the opportunity to discuss how my qualifications align with the needs of your organization.

Yours faithfully,

Karl Vincent D. Gilos