

January 16, 2023

Barangay Mahayahay
Mahaplag, Leyte

DR. DANIEL LESLIE S. TAN

Vice President for Administration and Finance
Visayas State University
Baybay City, Leyte

Dear **Dr. Tan**

Greetings!

I am a graduate Student of Bachelor of Science in Agriculture major in Horticulture of the Visayas State University (VSU) Visca, Baybay City, Leyte. I am 30 years of age, single and of a good health condition. I was informed that you need Science Research Assistant and I am very interested to apply.

I was a Science Research Assistant at the Department of Horticulture in our University under ACIAR Project, having duties such as gathering of data, interpret and analyze data, making reports and proposal. My experience helped me realize how important to be diligent and honest to myself and to others. I am self- motivated, accommodating and hardworking person.

I am looking forward to be part of your establishment and with the belief that it would give me the opportunity where I could practice my knowledge and develop my personality while applying my skills as a career person. Please find the attached curriculum vitae showing my education, experiences, certificates and background. Should you consider my application, please contact me in this number 09386769124 or email me at genevive.villamor@vsu.edu.ph.

Thank you for your time and consideration.

Sincerely,



GENEVIVE A. VILLAMOR