

June 5, 2024

**HONEY SOFIA V. COLIS**  
Director, HRMO  
VSU, Baybay, City, Leyte

Dear Maam,

I am writing to express my interest for the job position of **COMPUTER MAINTENANCE TECHNOLOGIST I** with **Plantilla Item No. CTMT1-17-2023** and to be assigned at **VSU MAIN (ICTMC)**.

With a degree of Bachelor of Science in Information Technology at ACLC College Tacloban, I wish to bring my knowledge, skills and commitment to excellence to your company's innovative environment.

As an Information Technology graduate, I've been equipped with the necessary knowledge that come with the position including personal training and computer works.

My working experience at **DENR-CENRO Sta. Rita** as a **Forest Protection Officer**, and as a **Screener, Administrative Assistant III** and now a **Registration Kit Operator** at **Philippine Identification System under PSA** afforded me with the crucial skills to work with some of the best professionals. Being an employee has developed in me having high stress tolerance and working under pressure. And it enhances more my computer skills.

For additional details regarding my qualification and expertise, please review my attached resume.

Thank you for taking the time to consider this application and I look forward to hearing from you.

Sincerely yours,

  
**Kerry Al Xyrah C. Amante**  
Applicant  
09651732772