

Melvin Tan Pacampara
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HONEY SOFIA V. COLIS

OIC Director, ODHRM
VSU, Baybay City, Leyte
jobs.vsu.edu.ph

Dear Ms/Mrs. **COLIS**,

I was delighted to see your job hiring for **ADMINISTRATIVE AIDE IV** on the website, <http://csc.gov.ph/career>. As a BSCpE or Bachelor of Science in Computer Engineering graduate, I have about an ample year of practical experience in computers, both in hardware and software applications. I can help with everything related to computers and other technologies.

I have also passed the recently concluded **JUNE 19, 2022 CAREER SERVICE – PROFESSIONAL EXAM**. And as an engineer, I am well educated in numbers and operations, management and safety operations. I can move out of my place in case I would be hired

I look forward to discussing the **ADMINISTRATIVE AIDE IV** position and my qualifications with you in more detail. I'm available to talk at your convenience. I'll be in touch for a couple of days expecting to receive your feedback for my application.

Thank you so much for your time and consideration.

Best Regards,

MELVIN TAN PACAMPARA