

February 16, 2022

Dr. Edgardo E. Tulin
President
Visayas State University
Visca, Baybay City, Leyte

Dear Dr. Tulin:

This is to inform your office of my interest in applying the position of Laboratory Aide II. I am Juneil B. Bagarinao, a Bachelor of Animal Science graduate who is presently on a job order basis as clerk at DPM for six years. During these time I had a chance to observe the tasks Mr. Arnulfo Almeroda was doing. Also, I had the opportunity to be trained by him before his retirement. I believe I have the capability to continue performing the jobs/responsibilities Mr. Almeroda has. This will ensure smooth, effective and efficient service of the Natural History Museum to its clientele.

Thank you. I hope this application merits your kind consideration and positive response.

I am willing to come for an interview at your most convenient time.

Very truly yours,


JUNEIL B. BAGARINAO