

April 2, 2025

Warmest greetings!

I'm Joyce Lourine L. Vibar, graduate of Bachelor of Science in Hotel, Restaurant and Tourism Management in Visayas State University, Baybay City Leyte. I am sending this application letter so that I may be considered to be part of the company,

Furthermore, these education and working experiences are the ones which I believe brought out the best of me. Therefore, I would highly be obliged to you if you consider me for Administrative Aide III. Attached is my resume for further details of my qualifications.

I appreciate your time reviewing my application and it will be a pleasure for me to attend an interview with you at your convenient time. You can reach me through this mobile number 09263639599 (tm) or email me at JoyceLourineVibar25@gmail.com.

Sincerely,

JOYCE LOURINE L. VIBAR
Applicant

