

**ENA KATHLEEN M. BOSOBOSO**

*Brgy, Combado, Maasin City,*

*Southern Leyte, 6600*

*0905-267-4355*

*enakathleenb@gmail.com*

December 20, 2022

**HONEY SOFIA V. COLIS**

*OIC Director, ODHRM*

*VSU, Baybay City, Leyte*

*jobs.vsu.edu.ph*

Ma'am:

Greetings!

I have learned that your office is now hiring, and I'm hoping you'll think of me as one of your qualified candidates.

I recently got my Bachelor's degree in Accounting at Saint Joseph College - Maasin last 30<sup>th</sup> of June and went straight to Binugao, Toril, Davao City to grab an offer as Production Supervisor at Snapsnax Ventures Inc. I also took the Civil Service Examination - Pen and Paper Test (Professional Level) last 19<sup>th</sup> of June and passed. Last 2018, I was the elected SK Chairperson of Brgy. Combado and the Secretary of the SK Federation of Maasin City starting 2020. I believe that my recent work experience at Davao City as well as my experience with our government are relevant and will be valuable to your office.

It would be an honor to speak with you concerning my prospects of working for your office. I may be contacted at 0905-267-4355 and/or enakathleenb@gmail.com to provide information that you may need from me regarding my qualifications and eligibility for this position.

Thank you for your time and consideration. I look forward to meeting with you soon.

Sincerely,

**Ena Kathleen M. Bosoboso**