

March 20, 2025

Romel B. Armecin

Director, National Abaca Research Center

Visayas State University

Visca, Baybay City, Leyte

Dear Sir Armecin,

I am writing to express my interest in the position of Science Aide in your respected office. With a degree in Agricultural and Biosystems Engineering in Visayas State University, I am confident in my ability to contribute effectively to your team.

With my academic background, I have developed a solid foundation in agricultural systems, sustainable farming practices, and research methodologies relevant to the advancement of the abaca industry. I am highly flexible and capable of handling both fieldwork and office-based tasks. I am particularly interested in applying my knowledge to assist in scientific studies, data collection, and fieldwork that align with the center's goal.

Along with this application letter are my curriculum vitae and certified copy of my grades in lieu of the official transcript of records, as the university registrar has yet to release the Board of Resolution – approved TOR for new graduates of the current academic year's first semester.

I am enthusiastic about the opportunity to be part of your team and would welcome the chance to discuss how my skills and academic background can contribute to your research initiatives. I look forward to your positive response.

Respectfully yours,

LORMELYN O. TRIBUNALO

Applicant