

November 11, 2024

Dr. Ulderico B. Alviola

Head, University Information and Media Center

Visayas State University

Visca, Baybay City, Leyte

Dear Sir Derek:

I am Ryan Spencer P. Secadron, a fresh graduate of Visayas State University with a degree of Bachelor of Science in Development Communication. Given the nature of the position, I am writing this letter to have the opportunity to apply for the position of Information Officer II, which aligns with our work as development communication practitioners and our commitment to sharing stories and imparting knowledge that can spark change in our stakeholders.


I am currently a science research analyst at the Department of Science and Technology - Science and Technology Information Institute (DOST-STII), where I am part of their advocacy program, Science Journo Ako, which trains young students in the very essence of science communication.

In addition to the training I received through my degree program, I was the Business Manager of Amaranth, where I spearheaded the processing of the publication's administrative transactions. I was also a former News Editor and Correspondent, where I led major coverages and wrote stories that mattered to the Viscan Community.

Also, I had my internship at the National Abaca Research Center (NARC) where I produced a handful of publication materials and articles on its social media page. We also went to remote communities where we interviewed abaca farmers on the pretesting of NARC's Information, Education, and Communication (IEC) materials including leaflets and brochures.

I have the skills needed for the job, especially in getting and analyzing relevant information for the target communities. I hope to be considered and look forward to working and learning at the institution soon. Thank you.

Sincerely,


Ryan Spencer P. Secadron