

Brgy. Cogon
Baybay City, Leyte
November 22, 2020

Mrs. Lourdes B. Cano
Director, ODAS/HRM
VSU, Baybay City, Leyte

Dear Mrs. Cano,

Greetings! The VSU Jobs website has informed me about the lists of available jobs in the university and one of which is the Agricultural Technician I. The said availability of the job motivates me to apply for that respective position.

I am a fresh graduate of Visayas State University taking up a degree of Bachelor of Science in Agribusiness. The course that I'm taking up has an agriculture related subjects which is relevant in this particular field of work. The agriculture subjects that I obtained from my studies will perhaps nurture me to have an expertise in the said job that I am applying for.

I had no agriculture-related working experience but I acquired the practicum experience in agronomy & horticulture in my recent studies. I am also dedicated in my work and fulfill the said objectives and goal in the university.

I certainly appropriate for the Agricultural Technician in the university even though I am a fresh graduate and no experience yet but I will do my very best in order to become an effective employee.

Very truly yours,



KIM FRANZ B. CABUGWASON