

MAY 2022

EDGARDO E. TULIN

PRESIDENT

VISAYAS STATE UNIVERSITY

BAYBAY CITY, LEYTE

THRU: HONEY SOFIA V. COLIS

OIC-DIRECTOR ODHRM

Dear President Tulin,

Greetings!

I am excited to submit my application as a Security Guard at our university. I have already three years of service here in VSU, and have also experience working at the Gaisano Main Ormoc and Prime Houseware Baybay. I believed that I have the requisite skills and abilities to perform the duties and responsibilities that I stipulated exceptionally well during my three years as a Security Guard. Performed patrols on foot bicycle and in responding to traffic incident domestic deputies and report of criminal activity. My performance was above standard and I was frequently praised for my calm and authoritative demeanour even during moment and pension and hostility. I am aware that the rate of crime in VSU training and personal characteristics make me a perfect fit to handle both tough situations and pleasant face to the Visayas State University.

Very Respectfully Yours,

Rolly C. Oquias

Security Guard (J.O)