

Good Day,

I am writing this letter to indicate my desire to apply for Clerk or any vacant position available in your company. My name is April G. Bulawan and I sincerely believe that I will be a good addition to your staff.

I am a strong able worker looking to fill any vacant post available in your company. Am a graduate with degree in Bachelor of Science in Agribusiness at the Visayas State University and 1 year and 6 months of experience as an position of office staff at Pannys Homebaked Products Inc

Please see the attached resume for more comprehensive view of my experience and credentials.

Thank you for this opportunity.

Regards,

April G. Bulawan

