

Brgy. Libas, Sogod  
Southern Leyte,  
Philippines

January 16, 2023

**Visayas State University-  
HRIS  
Baybay City, Leyte**

Sir/Ma'am:

I heard that your good office has opened a vacancy for Administrative Aid 111 (Driver 1) at the University Services Health, Emergency & Rescue Refer to Job code WLRYYK. I wish to apply for that vacant position.

I am Jeif Jensen S. Lasquites, 37 years of age, married and resident of Brgy. Libas Sogod, Southern Leyte. I graduated with a degree of Bachelor of Science in Agriculture Major in Horticulture Visayas State University, May 26, 2006. And Holding a Professional Driver's License having a Restriction Code of (1, 2 & 3).

I am an experienced volunteer Emergency Responder in our beloved University Visayas State University and **MERT** - Malitbog Emergency Rescue Team of Municipality of Malitbog Southern Leyte. I served as Agriculture Product Inspector of Bureau of Plant Industry, Plant Quarantine Service Region 8.

My experienced sharpened my potential as a Healthcare Provider. And it taught me how to build strong relationship with my colleagues. I have the ability to work within a team. And my goal is to provide quality services.

Hope this application will values your interest. With much gratitude, I wish to convey my heartfelt thanks for the attention you may give this application.

God bless and thank you.

Sincerely,

  
**Jeif Jensen S. Lasquites**