

February 24, 2025

**PROF. MARLON M. TAMBIS**

Director

Philippine Root Crops Research & Training Center

VSU, Baybay City, Leyte

Dear **Prof. Tambis**,

I would like to apply for Administrative Aide IV or Clerk II in your respected office. I am currently connected with OVPREI-Extension Office as a Science Research Assistant (Job Order), and Civil Service Professional Eligibility holder. If I will be given this opportunity to work with you, I can assure you of my dedication, dependability, and commitment.

Enclosed is my resume for your perusal. I am willing to come for an interview at your most convenient time. You can reach me through my mobile number, 09129507028, or you can send me an email message to my email address, [juliusnayre121@gmail.com](mailto:juliusnayre121@gmail.com) / [cris.nayre@vsu.edu.ph](mailto:cris.nayre@vsu.edu.ph).

Thank you.

Sincerely,

**CRIS JULIUS B. NAYRE**

Applicant