

May 31, 2024

Moises Neil V. Serio  
VP for Planning, Resource Generation & Auxiliary Services  
Visayas State University  
Visca, Baybay City, Leyte

Dear Sir:

Good day!

This is my response to the job vacancy as posted in Visayas State University Job Posting Webpage. I'm writing this letter to express my enthusiasm in applying for the position of Project Development Officer I.

I am Earl Terence N. Napoles, a 2023 Geodetic Engineering graduate in the Visayas State University and Geodetic Engineers Licensure Exams Board Passer last October 2023. I have some practical experience acquired with a range of skills that would be beneficial to your organization. I had worked in a private surveying firm for 3 years as the instrument man as well as CAS Operator. And is currently employed in DPWH 5<sup>th</sup> Leyte Engineering District.

I'm dedicated and passionate about my job. If given the opportunity I will also bring on board my work ethics and I hope to develop further in this reputable agency.

Feel free to contact me anytime at your convenience through my mobile phone number 09618329832 or email: [e19t87n@gmail.com](mailto:e19t87n@gmail.com) with regards to my application.

Thank you and hoping for your positive reply.

Sincerely,

  
EARL TERENCE N. NAPOLES