


CATHY P. REDUBLA

New Licensed Agriculturist

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July 21, 2020

Lourdes B. Cano

Director

Director for Admin and Human Resource Devt. Office

Visayas State University

Visca, Baybay City Leyte

Dear Lourdes B. Cano:

It is an honor for me to apply at the Visayas State University which has a personal and professional growth. I am known for my hard work and ability to get things done with impressive output. I am excited to see my qualifications and personal traits align with your needs and mission. And I'm applying for a position of Administrative Aide or any position that fits for my qualification.

I completed my BS degree of Agriculture Major in Plant Protection Sp. Entomology last June 2018 at Visayas State University Main Campus and currently passed the Agriculturist Licensure Exam last November 19, 2019. I also experienced research studies under queen pineapple project at VSU Baybay, Leyte and conduct extension services like interviewing farmers in the community. I worked recently at the City Agriculture Office Ormoc City as a Support Staff / Documentor and Livestock division Assistant. Also I attended training for Training of Trainers for sustainable Agriculture at Agricultural Training Institute (ATI) and currently get NC 2 for Organic Agriculture Production. My key strengths that would support my success in this position include:

- I strive continuously for excellence

- Leadership skills

- Reliability and work ethic

- Community involvement

- Hardworking and eager to learn new things

Please see the attached resume for more detailed description of my skills and abilities. I look forward to speak with you about the opportunity in your department. I can be reached at the above phone number and email. Please call me at your earliest convenience. Thank you and God bless.

Sincerely,

Cathy P. Redubla

