

4 January 2023

**Edgardo E. Tulin**  
University President  
Visayas State University

Dear **Dr. Tulin**,

I am **Marlo L. Managbanag**, from Baybay City, Leyte, 46 years old, married, and successfully finished High School through Alternative Learning System (ALS). I am currently connected at the Procurement Office as a Job Order Administrative Aide I. I sincerely would like to apply as a Driver at the Office of the Chief of University Health, Emergency & Rescue Services (USHER).

I also have my Professional Driver's License.

If you would like to get in touch to discuss my application and arrange an interview, you can always reach me through this email [mario.managbanag@vsu.edu.ph](mailto:mario.managbanag@vsu.edu.ph) or thru this mobile no. 09268004272.

Thank you very much for taking the time to consider this application and I look forward to hearing from you soon. More power and God bless.

Respectfully yours,

**MARLO L. MANAGBANAG**  
*Applicant*