

To: Ms. Honey Sofia V. Colis
Director, HRMO

Dear Ma'am,

A pleasant day to you.

I would like to signify my intention to apply for any vacant position which you think is suitable for my qualifications. I am very much happy to be part of your company and would love to become an asset to your organization.

Please see attached file of my resume for your reference.

Thank you so much and God bless!

Sincerely,

Eva "Vangie" Alkuino Caintic
