

January 11, 2023

ROSARIO A. SALAS

Head

Department of Horticulture

Visayas State University

Visca, Baybay City, Leyte

Dear Sir Salas:

I am writing to apply for the position of Science Research Assistant at the Department of Horticulture at Visayas State University.

In hopes of being considered for this position, I have enclosed my Curriculum Vitae to support my application. It highlights the skills needed for the available position, including:

- Strong organizational skills and time management
- Computer literacy and research proficiency
- Motivation and commitment

Moreover, I am confident that my experience in qualitative and quantitative research during my undergraduate years has provided me with qualifications matching the position's requirements. My skills, experience, and interpersonal abilities make me an ideal candidate for the said position.

I appreciate your consideration, and I look forward to hearing from you soon. You can reach me by phone (09709956033) or email (elledavid685@gmail.com).

Sincerely,

Frances Isabelle C. David