

August 17, 2022

DR. Rotacio S. Gravoso, PhD

Station Manager, DYDC FM

Visayas State University

Visca, Baybay City, Leyte

Dear Dr. Gravoso,

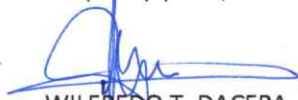
Good day!

I heard that your station needs a Radio Technician with the position of Administrative Assistant III. I used to work at VSU Radio Station as a First Class Radio Technician for more than 15 years before I decided to resign for personal reasons. I understand that one can join any government institution again after five years of resignation. Since it has been 12 years since I left, I am interested in continuing my service in this prestigious institution. Thus I am sending this application letter and resume hoping you will consider me for the said position.

With my qualifications and 15 years of dedicated service, I believe I possess the stuff you are looking for. I am willing to undergo an interview at your convenient time.

Thank you very much.

Very truly yours,



WILFREDO T. DACERA

Wilfredo. T. Dacera

1st Class Radio Telephone Operator

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