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MARLON M. TAMBIS

Director, PRCRTC
Visayas State University
Visca, Baybay City, Leyte

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Good day and my greetings of peace!

I am writing to express my interest in the Science Research Assistant position at the Philippine Root Crops and Research Training Center. As a graduate of Agricultural and Biosystems Engineering from Visayas State University, I bring a solid academic foundation and professional experience that aligns with the requirements and goals of your esteemed organization.

Throughout my career, I have demonstrated a commitment to excellence in research and project management. During my tenure at PhilRootcrops, I successfully designed and implemented an automated greenhouse system using Arduino technology, highlighting my technical proficiency and innovative approach to addressing agricultural challenges. Additionally, my undergraduate thesis focused on converting onion waste into biogas, reflecting my dedication to sustainability and resource optimization—key aspects of the Center's mission.

My expertise extends beyond technical innovation. I have been deeply involved in leading community-based initiatives, including conducting surveys to promote sustainable land management practices. These experiences have honed my administrative and organizational skills, enabling me to manage projects effectively and collaborate with diverse stakeholders. I also bring valuable competencies in developing programs, managing documents and records, and utilizing information and communications technology (ICT) to ensure operational efficiency.

Key competencies I bring to this role include:

- **Administrative Services Management:** Experienced in mobilizing and managing resources to achieve project objectives efficiently.
- **Documents and Records Management:** Skilled in applying records management standards to ensure proper documentation and effective operations.
- **Use of ICT:** Proficient in identifying and implementing technologies to enhance service delivery and responsiveness to stakeholder needs.
- **Critical Thinking and Problem-Solving:** Adept at analyzing data, interpreting results, and applying methodologies to develop sound solutions.
- **Research Management:** Capable of identifying research potentials, developing proposals, and generating new knowledge and technologies to address critical issues.

I am enthusiastic about contributing to the Philippine Root Crops and Research Training Center's initiatives. My unique blend of academic knowledge, practical experience, and strong work ethic positions me to deliver meaningful results and advance the organization's objectives. I look forward to the opportunity to discuss how my skills and experiences align with your needs.

Thank you for considering my application. I am eager to contribute to your team and would be happy to discuss my qualifications further in an interview. Please feel free to contact me at your convenience.

Sincerely,
Myles Quintero