

Purok 3

Tahud, Inopacan, Leyte

23 April 2023

HR Manager

Visayas State University

Visca, Baybay City, Leyte

Dear Ma'am/ sir,

LETTER OF APPLICATION


I write to apply for the position (administrative officer III (Clerk I) in Accounting Office as posted in the VSU Jobs of VSU portal.

I am a graduate of Bachelor of Science in Agribusiness from Visayas State University main campus.

I am a fresh graduate and confident that my skills and experience to my studies can make a great contribution.

I look forward to have an interview to discuss other matters as stated on my attached documents.

Yours faithfully,



Cagoyong, Lorymie I.