

Human Resource Department  
Visayas State University  
VSU, Baybay City, Leyte, Philippines 6521

Dear Mam / Sir:

Good day! I am Christopher John Sta Iglesia, legal age, married; and a resident of 446 Brgy. Kilim, Baybay City, Leyte, Philippines 6521.

Currently, I am working as a JO (Job Order) employee for the Admin Aide III for the Accounting Department of Visayas State University.

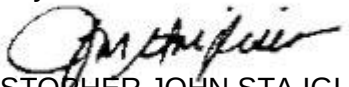
My Job Contract will lapse this coming June 30, 2024. I have this eagerness in applying as an ADMINISTRATIVE ASSISTANT I (Warehouse Inspector), for the Procurement Office. It is an advantageous for me as I got familiar and experience with task during my past employment.

At the same, facing day to day errands gives me the courage to do the job better.

I am looking forward to hear from you for an interview.

Thank You and God bless.

Sincerely,



CHRISTOPHER JOHN STA.IGLESIA  
446 Brgy. Kilim, Baybay City, Leyte | 639950277192  
christopher.staiglesia@vsu.edu.ph