

**ROY V. PALINES, RCE, MP, ME-1**

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July 09, 2024

**HONEY SOFIA V. COLIS**

Director-HRMO

VSU, Baybay City, Leyte

Dear Ms. Colis.:

I am writing to signify my interest in applying for the position of **Administrative Officer V ( Project Development Officer III )** to be assigned in the VSU MAIN (Physical Plant Office ) that was posted in Civil Service Job Portal last July 03, 2024.

I am a 28 year-old graduate from Eastern Samar State University-Main Campus last 2018 and passed the Licensure Examination for Civil Engineers on the same year. I am also a License Master Plumber and Material Engineer-1 accredited by Department of Public Works and Highways (DPWH).

My past working experiences includes me as a Site Engineer at Hydro Energy Power Plant in Taft, Eastern Samar and as a Site Engineer/Plumbing Supervisor at WFabro Construction and Trading which deals with construction of retaining walls, roads, drainage systems and residential buildings. Hence, I am looking forward to an opportunity to discuss my potential contribution to the aforementioned Office.

I have enclosed in this letter a copy of my Resume together with my Personal Data Sheets and other documents that would support my stated credentials and working experiences.

Please feel free to reach me anytime via email or through my contact number provided above. References are available upon request. Thank you and I am greatly hoping for your time and consideration.

Sincerely,



Engr. Roy V. Palines, MP, ME-1  
Applicant