

12 July 2021

DR. MA. THERESA P. LORETO

Dean

College of Arts and Science

Visayas State University

Visca, Baybay City, Leyte, Philippines

THRU: DR. ANALYN M. MAZO

Head, Department of Biological Sciences

Dear Dr. Tulin,

Good Day! I am Donna M. Guarte, a PhD graduate from Kochi University, Japan. I am currently looking for a job position within Leyte.

I have been previously employed as a researcher working on marine resource management closely linked with local government units and stakeholders mostly in Visayas and Mindanao areas before pursuing my graduate studies.

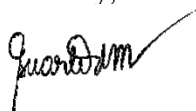
I believe that my skill set and experience can be of value to the university, and would further strengthen VSU as a prestigious academic Institution.

If given the opportunity, I can assure you of my good moral character, my willingness to learn and dedication as a well-rounded Professional.

I look forward to discussing my work experience and academic qualifications with you and also explaining how I might be of benefit to the university. Should you need more information about my credentials, I can be reached by email at guartedonna@gmail.com.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Guarte Donna M.', with a long, sweeping horizontal stroke extending to the right.

Donna M. Guarte