

February 8, 2024

TONI MARC L. DARGANTES

Director
Planning Office
Visayas State University
Visca, Baybay City, Leyte

Dear Sir,

Dear Sir Dargantes, I would like to express my interest to apply for the position of Planning Officer in your Office.

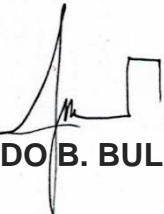
I am currently employed as a Science Research Assistant at the College of Forestry and Environmental Sciences on Component 3 of Project "Developing a Smart and Sustainable Disaster Risk Management Model for Eastern Visayas."

I wanted to venture into a new task, so I decided to apply for the position to become part of your office to grow more, learn new things, and also be able to contribute to the success of the University. I am a hardworking person. I can work under pressure with less supervision, so it will not be a headache if you give me this opportunity.

Further examples of my skills and achievements are outlined on my Resume. I will grab every opportunity to learn more. I can be reached anytime via email at bulahaneduardojr@gmail.com or my cellphone number: +639 10-635-4809.

Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

Sincerely Yours,



EDUARDO B. BULAHAN JR.