

March 4, 2022

Dr. Edgardo E. Tulin
President
Visayas State University
VSU, Visca, Baybay City, Leyte

Julius V. Abela
Director
Office of the University Disaster & Risk Reduction Management
VSU, Visca, Baybay City, Leyte

Dear Sir:

Good day!

I am writing this to express my interest for the vacant position of Security Guard (Casual/Regular Position) of this Institution.

With my 5 years working experience as Admin aide and Security Guard in Visayas State University. I believe I am capable to accomplish the duties required as Security Guard.

Attached of this letter is my Resume, certificate of employment and security guard licensed as my reference.

Hoping this application may be given due merit and utmost consideration.

Thank you.

Very Respectfully yours,



AGA V. ALIANZA
Applicant