

October 12, 2023

Antonio P. Abamo
Director for Extension
Visayas State University
Visca, Baybay City, Leyte

Subject: Application Letter

Dear Sir,

Hello and good day!

I'm writing to express my Interest for the open position in the Extension Office as a **Science Aide**. I am available to fill this position and can begin work immediately after hiring and I believe that my education and experiences will make me a competitive candidate for this position.

I have attached curriculum vitae for your review and this gives you some ideas of my education qualifications.

I can be reach anytime via email address: ennairamjoyce08@gmail.com or my mobile number, 09184603086. I am available to meet with you at your most convenient time.

Thank you very much and I look forward to hearing from you soon.

Sincerely yours,


Marianne Joyce De Caiman