

October 26, 2021

**ROBELYN T. PIAMONTE, Ph.D**

Director, NARC

Visayas State University

Visca, Baybay City, Leyte

Dear **Ma'am**,

Greetings!

This letter is to express my intension on the job opportunity as a Science Research Assistant in your office.

My name is **Jake B. Labod** a graduate of Bachelor of Science in Agriculture major in Plant Breeding. I currently work in National Coconut Research Center- Visayas as a messenger and also a research assistant for almost 4 years. With the help of my past training and seminars I gained wide knowledge that makes me more qualified on the job and I believe that my experiences and education will make a competitive candidate for this position.

Attach to this is my curriculum vitae. Hope you have time to read it and please feel free to inform me of any condition you might want to ask about my curriculum vitae. I am available on Monday to Friday or you may contact me at my mobile number 09758876554 (TM) or email me at [jblabod@gmail.com](mailto:jblabod@gmail.com)

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

Thank you and God bless.

Very truly yours,



**JAKE B. LABOD**

Applicant