

November 11, 2022

HONEY SOFIA V. COLIS

OIC Director- ODHRM

VSU, Baybay City, Leyte

Ma'am,

Greetings!

I am Atty. Carlo Angelo B. Go and I wish to apply as **ATTORNEY IV** of Visayas State University. I got my law degree from the University of Southern Philippines Foundation-Cebu City and was just recently admitted as a member of the Bar this year, being one of the successful examinees of the 2020/2021 Bar Examinations. Prior to this application, I have been privately employed with Unilab, Inc. for sixteen (16) years as a KEY ACCOUNTS SPECIALIST and as PROFESSIONAL SERVICES SUPERVISOR.

During my law school studies, it has been my goal to enter government service thru any government office, institution, or agency to be of service to our people and the country. In fact, it is the primary reason why I dreamt of being a lawyer.

The work experience I had with Unilab instilled in me the work discipline, learnings, and competencies that would be of great use to the office I am applying for having performed supervisory functions in my previous work. With that, I am extremely enthusiastic in working together with you and would welcome the opportunity to utilize my skills and help in ensuring the achievement of your goals and vision for the university.

Attached to this letter is my resume enclosed with details relevant to my work expertise and career achievements, copy of Transcript of Records, copy of my Certificate of Bar Membership and Rating, and Personal Data Sheet. I would appreciate the chance to discuss my ability with you for this position through an interview.

Thank you and hoping to hear from you soon.

Respectfully yours,

Atty. Carlo Angelo B. Go
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