

July 12, 2022

HONEY SOFIA V. COLIS  
OIC Director, ODHRM  
VSU, Baybay City, Leyte

Dear Director Honey Sofia V. Colis:

Greetings!

I have come to your good office to seek assistance on how to be of service to the community through my skills and knowledge. I finally graduated with my BS in Agribusiness at Visayas State University and have successfully hurdled the Licensure Examination of Agriculture. I would like to apply Administrative Aide IV position.

I believe, Director Colis, with your power and authority, you can always do something to accommodate an applicant like me, who would be willing to work hard for a decent income. For sure it will assume me to face tomorrow.

Thank you very much, Director, more power and God Bless!!!

Very truly yours,

**MYNCHE DARLEEN DUMAGUING**