

June 21, 2023

OFFICE OF HUMAN RESOURCE  
VISAYAS STATE UNIVERSITY  
VISCA, BAYBAY CITY, LEYTE

Dear Sir / Ma'am;

I saw the post in your website that you are hiring DRIVER II. I am writing this letter to you because, I am interested to work the position you are hiring.

I was employed before as a Project Driver in Philippine Red Cross - Leyte Chapter in Haiyan Operation under The Netherlands Red Cross assisted project in Isabel, Leyte, after the project I decided to be a volunteer in PRC Isabel Branch, which I have earned my certificate in CPR Basic Life Support, Ambulance Operation and Mountain Search and and Rescue, trained by LEYTE PDRRMC. Now, I am a volunteer responder in Merida Emergency Rescue Unit in Merida, Leyte.

I have my TESDA certificate in Driving NC-II and a LTO Driver's License 1238 Restrictions with me, so I can drive both light and heavy vehicles.

I you give me an opportunity, I assure you to be a competent worker in your good institution.

I look forward for personal interviews and you can reach me through my mobile phone ( 09771603274). Kindly consider my application it would be a kind favor for me.

Thank you and GOD bless.

Sincerely yours,

DENNIS GINGCO GALO