

September 2, 2025

HONEY SOFIA V. COLIS

Director, HRMD
Visayas State University
Visca, Baybay City, Leyte

Thru: **MARLON M. TAMBIS**
Director, PhilRootcrops

Dear Ma'am Colis,

Good day!


I would like to apply for a vacant regular position related to my present work, I am 37 years old and a resident of Barangay Marcos Baybay City, Leyte. I attended 2 years course in College at Visayas State University. I have worked on a job order basis for 1 year in the Department of Horticulture as utility/messenger and have been employed at PhilRootcrops as messenger/utility for more than 10 years already.

For information regarding my character and integrity, attached is my resume and a list of people to whom you can refer.

I look forward with pleasure to hearing from you and sincerely appreciate the opportunity for an interview at your convenience.

Thank you very much and more power!

Respectfully yours,


JUNVIC B. BAGARINAO
Applicant

Director, PhilRootcrops
Thru: JUNVIC B. BAGARINAO

Director, HRMD
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