

Febie Allyssa C. Badilla  
Purok 4, Bliss Bagong Buhay, Ormoc city, Leyte  
0966364308  
October 20, 2020

MR. JESUS FREDDY M. BALDOS  
Head  
Online Program Office  
Visayas State University  
ViSCA, Baybay city, Leyte

Dear Mr. Baldos:

Good day! With reference to your announcement that was posted on [jobs.vsu.edu.ph](http://jobs.vsu.edu.ph), I wish to apply for the position **EDUCATION RESEARCH ASSISTANT I** on your good office. I graduated as Bachelor of Animal Science in Visayas State University- main campus in School Year 2019. In addition, I will be acquiring 18 units in Education from St. Peter's College. I also worked as Medical Sales Representative for one year.

I believe that I have the necessary skills and abilities for this job. I am organized, resourceful, personable and a fast-learner. I am aware of the high standards your school maintains and if given a chance to be hired, I am willing to learn and do my best to perform all my duties and responsibilities well.

I am attaching all the necessary documents for your perusal. I hope to receive a positive response from your end. I am available for interview weekdays from 8:00am to 11:00am. Please contact me thru my email: [febiallyssa@gmail.com](mailto:febiallyssa@gmail.com) or my phone number 0966364308.

May God bless you and More Power!

Sincerely,



FEBIE ALLYSSA C. BADILLA



