

March 19, 2021

Dr. LOURDES B. CANO

Director for Admin. & Human Resource Devt. Office
VISAYAS STATE UNIVERSITY
Brgy. Tanghas Road, Tolosa, Leyte

Dear Ma'am,

I was thrilled to see your ad on social media for the position of Administrative Aide III (Clerk I). I worked at Fast Distribution Corporation in partnership with Nestle for 2 years and 7 months and was assigned on the field within region 8. My functions are to secure the market strength of my products and conduct an evaluation for their availability and profits from its selective targets. However, due to the pandemic, I had a hard time with my transportation, considering that I was assigned in Naval, Biliran and our main office is here in Tacloban City. It is difficult in my part to travel vice versa with risk because of covid 19. Also, it is necessary to provide an updated Health Certificate every week, for me to enter the border. That is why I resigned from my post, because of the status of the province due to pandemic. Currently, I'm enrolled in LLB program, but I have a flexible time to work, where my classes are scheduled at night time.

I would appreciate the opportunity to discuss the position and your needs for the role. Please contact me at your convenience and let me know how I can help you.

Thank you. God bless, and more power to your office.

Sincerely,

JOVIC N. HUBILLA
Applicant