

December 22, 2022

MARIA JULIET C. CENIZA, PhD

Vice President

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Dear **Dr. Ceniza**,

I would like to express my strong interest in applying for Science Research Specialist I or any research position in your office.

I am a recent graduate with a Bachelor's degree in Environmental Science from Visayas State University. My undergraduate thesis on *Aquilaria* propagation allowed me to experience fieldwork in the tropical lowland evergreen rainforest in Leyte, together with the faculty and staff of the Institute of Tropical Ecology and Environmental Management, who have kindly shared their hands-on experience in the natural environment. My study has given me a practical realization of the importance of research in conservation and sustainable development of natural resources. I also processed and statistically analyzed data gathered, and produced technical research reports. Hence, I am experienced in using SPSS and MS Office (Word, Excel and PowerPoint).

Above all, I am passionate about environmental work and committed to acting with facts. I believe this is aligned with the University's vision and mission, especially in environmental management. I see myself as an effective team player and would be grateful if you could consider me for this/any research position.

Thank you very much for your time and for considering my application.

Respectfully,


ALMA D. VALIDA