

October 28, 2025

**JOEL REY U. ACOB**

Director, Quality Assurance Center  
Visayas State University  
ViSCA, Baybay City, Leyte



Dear Sir;

Good day!

This is to respectfully express my intention to apply for the recently posted permanent positions as ADMINISTRATIVE OFFICER V (Management and Audit Officer III), (SG 18) at the VSU MAIN (Quality Assurance Office)

I am a graduate of Bachelor of Science in Statistics at Visayas State University and have finished my Master's in Management major in Public Administration at Philippine Christian University, holding First Level Eligibility and Second Level Eligibility.

My current work as an **Internal Auditor III** in the *Internal Audit Service (IAS)* at the Visayas State University has given me experience in Internal Auditing.

Thank you for taking the time to consider this application.

God bless you always with your family.

Sincerely,

DANILO G. DUMAGUING

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