

April 25, 2025

DR. PROSE IVY G. YEPES

President

Visayas State University

Thru: **DR. PAULINE S. CAINTIC**

Head

Visayas Consortium for Agri. & Resources Program

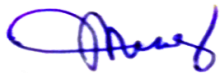
Dear **Dr. Yepes**,

I am writing to express my interest in the Administrative Aide IV (Clerk II) position within the Visayas Consortium for Agriculture & Resource Program. I am Marily V, Seville, a BS in Agriculture graduate & currently assigned as casual Administrative Aide III clerk at the University Review Services office. With a strong background in administrative support and a keen interest in sustainable agriculture and resource management, I am confident in my ability to contribute effectively to your office and help ensure the smooth operation of your vital programs.

I am excited about the opportunity to support initiatives that promote responsible resource use, food security, and agricultural education. I believe my administrative experience, combined with a genuine enthusiasm for the sector, makes me a strong fit for this role.

Thank you for considering my application and I look forward to the possibility of an interview.

Sincerely,



MARILY V. SEVILLE

Applicant