

December 5, 2025

Dear Sir/Madam,

I am Ria L. Cagoyong, 29 years of age and graduate from Visayas State University- Main Campus with a degree of Bachelor of Science in Agribusiness.

I would like to inquire if your good office has any job vacancy for community outreach projects or any position that is related to my course.

My previous job/training deals with the on-the-job training at Agri-Asia Farm Development Incorporation (A Feedmill Study). I was also a student assistant of VSU Librarian at Visayas State University.

Furthermore, I have attached my resume for your review and this could give you some idea of my educational qualifications and experience. However, I look forward to an opportunity to meet with you and further discuss my qualifications.

I am hoping for your positive response to my application and willing to be interview anytime at your convenience.

Thank you and more power.

Respectfully yours;


RIA L. CAGOYONG