

16 December 2022

**MARIA JULIET C. CENIZA**

Vice President  
Office of the Vice President for Research & Extension  
Visayas State University  
Visca, Baybay City, Leyte

Dear **Ma'am**:

I am writing this letter to signify my interest in applying for the **Science Research Specialist I** position in your department. I graduated with the degree in Agricultural Engineering at the Visayas State University last June 2019 and passed the Licensure Examination for Agricultural and Biosystems Engineers on the same year. My recent job was as a Project Development Officer in the Department of Agriculture – Regional Field Office No. 8 where I was tasked to facilitate the Agriculture Dialogue and Information Network Groups Project as the lone staff for 1 year and 6 months. There I learned to work independently and work both the technical and administrative duties.

I strongly believe that I am competent enough for the job you are hiring for and attached herein are my credentials for your perusal. I am looking forward to an interview anytime. You can reach me through my email address at [rudluis0804@gmail.com](mailto:rudluis0804@gmail.com) or through my mobile number at 0912-080-7100.

Thank you and more power to you.

Sincerely,

  
**ENGR. RUD LUIS G. GONZAGA**