

January 05, 2025

HONEY SOFIA V. COLIS

Director, HRMO

Visayas State University

Baybay City, Leyte

Ma'am:

I am writing to express my interest in the Science Research Specialist position available in your esteemed institution. I learned about this opportunity through the Civil Service Commission (CSC) job portal. I am excited to be part of your team and believe that my skills and qualifications would make me a valuable asset to your team.

In connection with this, I am detailing my qualifications that deem fit for the job vacancy:

- A cum laude graduate with a degree of Bachelor of Science in Agricultural and Biosystems Engineering at Caraga State University, Ampayon, Butuan City last June 21, 2024.
- A Civil Service Eligible (Professional) achieved last August 2023, a Board for Agricultural and Biosystems Engineer passer last December 2024
- A pageant contestant, coach and team leader.

During my academic years, I gained essential engineering skills that significantly enhanced my problem-solving and analytical abilities. My innate curiosity, eagerness to learn, and ability to adapt quickly have enabled me to excel in various opportunities and challenges. I sincerely hope you will consider my application, as I am genuinely excited about the opportunity to be part of this opportunity.

Thank you for your time and consideration. I look forward to speaking with you for any possible employment opportunity.

Respectfully yours,



ENGR. SHEILAS M. IMPROSO