

MARY EDEN LUZ A. CASERA

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November 16, 2020

Lourdes B. Cano
Director, ODAS/HRM
Visayas State University
Baybay city, Leyte

Dear Ms. Cano,

Good day.

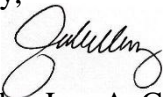
I would like to take the opportunity to introduce myself. I am Mary Eden Luz A. Casera, a graduate of BS Psychology at the University of San Carlos, Cebu city. I am a Registered Psychometrician and passed my licensure exam last 2018. I have been professionally working as a Human Resources Associate and Recruitment Staff for 3 years and 6 months.

I was eager to hear your job listing for the Guidance Counselor III position at the VSU Main Campus. As someone who has been an alumna and a resident of VSU Main, I am greatly interested to work in this prestigious school. I was encouraged to pass my qualifications to your office. I know that the vacancy is far from my current license that I have, but being a Registered Psychometrician is related to Psychology though in a different field from Guidance and Counseling. I can start from being an assistant while looking for an opportunity to enroll myself for online Masters class amidst the pandemic. My dream to work in VSU main campus is the best career which I have been longing for. Concerning my qualifications which comprise the Human Resource experience including recruitment, training and development, I am capable coping with any amount of work pressure and still can deliver the desired results. I believe that I could make a significant and valuable contribution to the department and the University.

With my confidence, keen attention to details, high regard to customer service and communication skills, I would like to submit my credentials to your office as a requirement for future screenings. I am available to talk online at your convenience anytime.

Thank you so much for your time and God bless!

Sincerely,



Mary Eden Luz A. Casera, RPh
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0915-114-6738