

May 27, 2022

Honey Sofia V. Colis
OIC Director, ODHRM
VSU, Baybay City, Leyte

Greetings,

I am writing this letter to apply for the position of College Librarian I at your institution.

I graduated with a Bachelor in Library and Information Science degree at Polytechnic University of the Philippines last May of 2019. I am currently working as a Project Based Archivist at the Cultural Center of the Philippines (May-December 2022). I worked previously as a School Librarian in San Felipe Neri Parochial School.

I look forward to talking with you soon regarding this opportunity.

Sincerely,

Avelino O. Andrade