February 4,2019

**Sir,Mada’am**

I have the honor to apply at your prestigious company as one of your Employee. I am Leslie A. Pagaduan , 32 years old, a bonafide resident of Bugallon Proper, Ramon, Isabela, Phillipines. I graduated at Isabela State University, I finished my course - Bachelor in Science in Information Technology- School year 2013 – 2017. I took my earning units in Bachelor of Science in Secondary Education - School year June – October 2017 at Northeastern College, Santiago City.

 As regards my experiences to my previous works, I serve as sales clerk at Mart-One Company at Santiago, Isabela - year 2008 to 2009. I’ve been hired as a subject Teacher at Zacaria Elementary School at Bugallon Proper, Ramon Isabela from 2013 – 2015. I’ve been hired also at Northeastern College as Substitute Teacher last January to February 2018. I serve as an Admin Aid at the Office of the vice-mayor in the Municipality of San Isidro, Isabela from August 1 to November 5. If I shall be given a chance to accommodate at your office, I would promise to show my worth and do my best.

Attached herewith are my credentials for your reference. I am willing to come at your good office at your most convenient time for personal interview.

I hope for your approval and considerations.

Respectfully yours,

**LESLIE A. PAGADUAN**

 Applicant