February 13, 2024

To the Manager

Philippine Call Center Institute Incorporared

3/F L ZTAFOR Bldg., Cemetery Rd, Bantayan San Jose, Antique

Dear Ma’am/Sir,

Good Day!

We are a graduating student pursuing a Bachelor of Science in Information Technology at the College of Computer Studies, University of Antique-Main Campus, Sibalom, Antique. As a part of our course requirements, we are required to complete a minimum of 500 hours On-the-Job Training (OJT).

In light of this, we would like to apply as an OJT student trainee at your esteemed company. There are six of us who wants to apply, these are the names of the applicants: ERWIN A. GALERA JR., MARL REYNAN E. PALANOG, RAYVEN ESCARLAN, ULLYSSES L. CEDULLO, WENDEL JOHN E. CORRAL, JHON A. MARIANO. We firmly believe that the training and experience we will gain from this opportunity will significantly enhance our knowledge and skills in the Tech industry. Please see our attached resume for reference.

Thank you for considering our application. We look forward to the possibility of contributing to your team.

Respectfully yours,

BS-INFO-TECH 4D - OJT Applicant

University of Antique