Excellence | Service | Leadership and Good Governance | Innovation | Social Responsibility | Integrity |

Professionalism | Spirituality



MAIN CAMPUS

San Roque, Sogod, Southern Leyte

Email:

president@southernleytestateu.edu.ph

Website: www.southernleytestateu.edu.ph

**SHERALYN O. GORDUIZ**

Poblacion, Bontoc, Southern Leyte

Contact #: 09754228044

Email: sheralyngorduiz21@gmail.com

February 03, 2023

**FRANCIS GELSANO**

Manager

Creative Dev Labs Innovative IT Solutions

Isuya, Mactan, Lapu-Lapu City Cebu

Dear Mr. Gelsano,

My warmest greetings!

I am Sheralyn O. Gorduiz, an aspiring graduate of the Bachelor of Science in Information Technology major in Programming in Southern Leyte State University- Main Campus and I would like to express my sincere desire to have my On-The-Job Training at your company.

In partial fulfillment of my pursued degree, I am required to undergo 600 hours of On-the-Job Training (OJT). I believe that the opportunity to work with you will help me enhance my knowledge and skills and develop my full potential as future Web Developer. I offer my service and determination to be an asset to your company throughout the duration of my training period.

I look forward to have my internship at your company. Thank you for this opportunity.

God bless and more power

Sincerely,

**SHERALYN O. GORDUIZ**

Ojt Applicant



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