July 13, 2017

**RELITO M. SAQUILAYAN, MD, MHA**

*Medical Center Chief II*

*Rizal Medical Center*

Dear Dr. Saquilayan,

Good day!

I, Bryan Henry Laran came across the news of job openings with respect t o Administrative position in your hospital. This is my letter of intent for the position as a Administrative Aide II in your prestigious institution. I have been in search of an opportunity to work and so I’m writing this letter to you.

I took up Bachelor of Science Major in Business Administration at the Philippine School of Business Administration. I worked as a Customer Service Assistant for Araneta Coliseum and currently as a Field Coordinator for Councilor Mr. Roderick Paulate. Im also a public servant, thus, serving other people will always be an opportunity for me. I'm highly trainable and can work under minimal supervision.

Hoping that you’ll consider my application to fill up this vacancy.

Thank you and more power.

Respectfully yours,

**BRYAN HENRY LARAN**

Applicant