



ASIATECH

ASIA TECHNOLOGICAL SCHOOL OF SCIENCE AND ARTS



COLLEGE OF ENGINEERING AND INFORMATION TECHNOLOGY EDUCATION

Application Letter

January 12, 2026

Mrs. Olga Madlangbayan

Human Resource

Laguna Water

Ground Floor One Evotech Building, Nuvali,

City of Santa Rosa, Philippines, 4025

Dear Mrs. Madlangbayan

I am writing to apply for an On-the-Job Training (OJT) opportunity at Laguna Water. I am currently a Computer Engineering student at Asia Technological School of Science and Arts (Asiatech) and I am required to complete my OJT as part of my course.

Our thesis is almost finished. I was able to meet our thesis funder through someone I know who works at Laguna Water, which helped us successfully complete our research. This experience encouraged me to apply to your company and learn more about your operations.

I have basic knowledge in web development, IoT systems, embedded systems, and electrical work. I am willing to learn, follow instructions, and work well with a team. I believe that Laguna Water will help me gain valuable experience and practical skills that I can use in my future career. I am committed to doing my best and learning from your professionals.

Thank you for your time and consideration. I am hoping for a chance to be part of your company as an OJT trainee.

Jeniel B. Sabalboro

Applicant

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