**October 13, 2023**

**SyCip Gorres Velayo & Co.**

Ms. Julie Christine C. Ong - Mateo

Human Resource Development, Head

6760 Ayala Avenue 1226 Makati City Philippines

Dear Ms. Mateo,

I would like to express my interest in applying for the position of Audit Associate in your company.

I believe that my degree in Bachelor of Science in Accountancy (BSA) from the University of Sto.Tomas has prepared me for this position. As a student, I was equipped with the necessary knowledge and skills to help develop and drive effective my strategies. My active involvement in many academic and extracurricular activities has done so well in developing my communication and leadership skills, which are vital in finding success in the corporate world. I wish to bring my knowledge, skills and commitment to excellence to your company. I offer my service and determination to be an asset to your company.

Thank you for taking time to review my application and I am looking forward to your reply so that we can further discuss my application.

I am hoping for your kind consideration.

Respectfully yours,

Jonalyn E. Castillo