

February 19, 2026

Hiring Manager  
Company Name  
Company Address

Dear Hiring Manager,

Good day. I am writing to express my interest in any entry-level position related to Computer Engineering or Information Technology in your company. I recently graduated with a Bachelor of Science in Computer Engineering from Western Institute of Technology, where I developed a strong foundation in hardware and software systems, programming, and computer networks.

During my On-the-Job Training at the Provincial Capitol of Iloilo, I worked with ArcGIS applications and performed geotagging of satellite map data. This experience enhanced my technical skills, attention to detail, and ability to work with structured data systems. I also gained experience in graphic layout and printing operations, which strengthened my adaptability and problem-solving abilities.

I am a fast learner, dependable, and capable of working both independently and as part of a team. I am eager to apply my technical knowledge and continuously improve my skills while contributing positively to your organization.

I would welcome the opportunity to further discuss how my skills and background can contribute to your company. Thank you for your time and consideration. I look forward to your favorable response.

Sincerely,

Saneto Papa Jr.  
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