**November 14, 2017**

**MARIETA MAYA R. AGGABAO**

Owner

Marilans Enterprises

Dear Ms. Aggabao:

Please consider my application for a ***Assistant Cook*** position in your company. As my resume reveals, I graduated from City of Bacoor Senior High School – San Nicolas under the Technical-Vocational-Livelihood Track (Home Economics – Cookery Strand).

I am a dependable person who works hard and pays attention to detail. I’m flexible, quick to pick up new skills and eager to learn from others. I’m keen to work for a company with a great reputation and high profile like Marilans Enterprises.

I feel confident and skilled to take on the challenges that the company offers. I look forward to an opportunity to meet with you and further discuss my qualifications. I can be reached anytime via mobile 0929-286-7412. Thank you for your time and consideration.

Very truly yours,

**JEA MAE B. ARIZAPA**