

## Cover Letter for AIHD Volunteer Opportunity

Dear AIHD Hiring Manager,

My name is Amy Zawadi, and I am a student at Strathmore University with a strong desire to contribute to my community and make a positive impact on people's lives. I am writing to express my genuine interest in volunteering with the Africa Institute of Health and Development for a minimum of 225 hours, fulfilling my university's service-learning guidelines.

While I may not have extensive medical expertise, I am deeply motivated to serve those with healthcare needs. I believe that even small acts of kindness and support can make a significant difference in someone's life, and I am eager to find ways to contribute to AIHD's mission of improving health outcomes and wellbeing.

Although my primary expertise lies in basic computer and networking skills, I am a highly adaptable and eager learner, willing to put in the effort to develop new skills and contribute wherever I am needed. I am confident that I can be a valuable asset to your team through various ways such as:

1. Administrative support - Assisting with data entry, filing, organizing documents, and other administrative tasks to free up staff time for direct patient care.
2. Communication and outreach - Utilizing my communication skills to help with email campaigns, phone calls, or social media updates to raise awareness about AIHD's programs and services.

Beyond my technical skills, I am a reliable, responsible, and compassionate individual with a strong work ethic and a dedication to serving others. I am a quick learner, eager to take on new challenges, and confident I can adapt to any role within the organisation that contributes to your mission.

I am available to discuss my potential contributions further and learn more about volunteer opportunities at AIHD. Thank you for your time and consideration.

Sincerely,

Amy Zawadi

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