Maina Jonjon  
📞 0716 923 629 | 📧 mainajonjon@gmail.com | 📍 Nairobi, Kenya

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Hiring Manager  
[Organization Name]  
[Organization Address]  
Nairobi, Kenya

Dear Hiring Manager,

RE: APPLICATION FOR THE RENEWABLE AND ALTERNATIVE ENERGY ASSISTANT POSITION  
  
I am writing to express my strong interest in the Renewable and Alternative Energy Assistant position as advertised. I hold a Bachelor of Science in Geology from the University of Nairobi and possess hands-on experience in data collection, stakeholder engagement, GIS mapping, and technology dissemination. My professional background, including working with Base Titanium Limited and the Ministry of Labour, has equipped me with skills relevant to biomass, solar, wind, and other renewable energy technologies.  
  
I am confident in my ability to contribute to your objectives in promoting renewable energy technologies, supporting research and innovation, and engaging stakeholders across counties. My academic background and practical experience make me well-suited for data collection, technology dissemination, and maintaining service provider databases in line with the responsibilities outlined for this role.  
  
I would be honored to bring my skills and enthusiasm to your team and contribute to advancing sustainable energy solutions in Kenya. I am available for an interview at your convenience and look forward to the opportunity to discuss how my qualifications align with your needs.  
  
Thank you for considering my application.  
  
Yours sincerely,  
  
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Maina Jonjon