

Patrick Waweru Mwaura,  
Data Scientist and Statistician,  
Data Science and Analytics Section,  
Kenya Institute of Primate Research,  
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Date: November 13, 2025

**Thru':**

**Mr. Patrick Manene**, Head, HR & Admin Division.

**To:**

**Dr. Peter Gichuhi Mwethera, PhD, MBS**

The Director General (DG),  
Kenya Institute of Primate Research.

Dear DG,

**REF: REQUEST FOR APPOINTMENT AS HEAD, DATA SCIENCE AND ANALYTICS SECTION**

I respectfully request formal appointment as **Head, Data Science and Analytics Section (DS&AS)**. Since my deployment as the sole staff, I have been performing leadership and operational duties, including developing a DS&AS Capacity-Building Concept Note, conducting an institutional needs assessment, preparing 24 SOPs, and initiating collaborations with the University of Hasselt and internal divisions.

A formal appointment will provide the mandate to coordinate cross-divisional activities, secure resources, and ensure accountability in advancing KIPRE's data-driven objectives.

Thank you for your consideration.

Sincerely,



Patrick Waweru Mwaura,  
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