

The Director Human Resource,  
CK associates.

Thru: the University Engineer,  
Kyambogo University,

Dear Sir/Madam,

**RE: Application for a volunteering opportunity**

21/01/2022



I am interested and seeking an opportunity to volunteer with CK Associates in the Electrical and Electronics Department. I have just completed my degree in Electrical and Electronics at Mbarara University of Science and Technology and would like to expand my skills in a volunteer capacity as I wait for graduation, which is scheduled for May 2022.

I did my first internship at the Ministry of Energy and Mineral Development where I enjoyed helping in policy development and implementation. In this position, I assisted with developing proposals like a bagasee project proposal. I also was awarded extra responsibility to be the team coordinator, which I executed diligently and successfully.

My second internship was done at Johnvince Engineering Company where I interacted with design software like Proteus and AutoCAD. Due to that experience, I am now proficient in electrical plan designing.

If CK Associates has a need for a dedicated volunteer, I will be thrilled by the opportunity to assist. Given my background in Electrical and Electronics, volunteering for CK Associates is a perfect fit. I would be excited to serve and I am confident I can make a difference.

My schedule is flexible and I am available to serve. Please feel free to reach out to me on [atwiinewarren2@gmail.com](mailto:atwiinewarren2@gmail.com) or 0750429176.

Thank you for your consideration, and if given the opportunity, I will work hard and do my best to be an asset to your work. I look forward to hearing from you!

Sincerely,

A handwritten signature in black ink, appearing to be 'Atwiine Warren'.

Atwiine Warren

The Director Human Resource,  
Kyambogo University.



Thru: the University Engineer,  
Kyambogo University.

Dear Sir/Madam,

*Delivered*  
*Ut*

31/01/2022

**RE: Application for a Volunteering opportunity**

I am interested in and seeking for an opportunity to volunteer at Kyambogo University. I just completed my Degree in Electrical and Electronics Engineering at Mbarara University of Science and Technology and would like to expand my skills in a volunteer capacity as I wait for graduation, which is scheduled for May 2022.

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If Kyambogo has a need for a dedicated volunteer, I will be thrilled to assist. Given my background in Electrical and Electronics, volunteering for Kyambogo University is a perfect fit. I will be excited to serve the university and I am confident I can make a difference.

My schedule is flexible and I am available. Please feel free to reach out to me on [atwiinewarren2@gmail.com](mailto:atwiinewarren2@gmail.com) or 0750429176.

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