

PERSONAL STATEMENT

Am a motivated individual who is always cheerful and goal oriented. I can work with any colleague regardless of their character or belief to achieve success of the institution or company.

EDUCATIONAL BACKGROUND.

- | | |
|---------------|-----------------------------------------------------------------------------------|
| 2018 -to date | - Tunapanda institute
(Certificate in Tech, Design and Business) |
| 2015 – 2017 | - Skylink Flight Collage
(Diploma in Aeronautical Engineering) |
| 2011 – 2014 | - Shadrack Kimalel Secondary School
(Kenya Certificate of Secondary Education) |

WORK EXPERIENCE

- 2016 (Jan – June) - Skylink Flight Services
(intern as an aeronautical engineer)
- 2012 – 2016 - Redeemed Computer Collage
(Computer maintenance and cyber cafe attendant)

SKILLS

- Photography
- Drawing
- Guitar
- Communication

REFERENCE

1. Maureen Moraa
Tunapanda Institute
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2. Sharon Njeri
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Redeemed Computer Collage
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3. Suleiman Hamud
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Tunapanda Institute,
P. O Box 237,

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To whom it may concern,

RE: APPLICATION FOR A VOLUNTEER AS A DESIGNER

I wish to submit this application requesting for the above mentioned post in your esteemed institution.

I am a well organized individual who is able to work under no or minimal supervision and very eager to learn new ideas.

I have skills in computer and communication which I had acquired while I was still a trainee at Tunapanda institute.

Looking forward to work with your team.

Thank you in advance.

With Regards,

Patrick Ndung'u.