



**TAKORADI  
TECHNICAL  
UNIVERSITY**

**INDUSTRIAL LIAISON OFFICE**

P. O. BOX 256, TAKORADI - GHANA  
Website: [www.ttu.edu.gh](http://www.ttu.edu.gh) Email: [liaison@ttu.edu.gh](mailto:liaison@ttu.edu.gh)/[ilo@ttu.edu.gh](mailto:ilo@ttu.edu.gh)  
Tel: +233 312 022 643

**ASSUMPTION OF DUTY FORM**

**PARTICULARS OF STUDENT**

Registration number: **BC/ITS/24/047**

Name: **KWOFIE EMMANUEL KOFI**

Programme: **BACHELOR OF TECHNOLOGY INFORMATION COMMUNICATION TECHNOLOGY(4YRS) -  
SOFTWARE ENGINEERING**

Year of study: **I**

Telephone number (mobile): **0257940791**

Contact address:

Email: **BCITS24047@TTU.EDU.GH**

Date of commencement of training: **25/08/2025**

**PARTICULARS OF COMPANY/ORGANISATION**

Company's/Organisation's name: **RICHCONCEPT PHOTOGRAPHY**

Company's address: **ADB FIRST FLOOR, AGONA NKWANTA**

Company's contact number(s): **0542588774**

Company's email: **Richconceptphotography@gmail.com**

Exact location of company (using landmarks): **AGONA NKWANTA**

Name of Industry-Based Supervisor: **RICHARD BRACE BENTUM**

Phone number of Industry-Based Supervisor: **0542588774**

Subzone: **Western Region(Agona Ahanta, Nzema, Tarkwa Township and Mining areas)**

Company's Stamp and date

-----  
Signature of Industry-based supervisor and date

-----  
Signature of student and date

**FOR OFFICE USE**

Date form received: -----

Action taken by (name & signature of officer): -----

**NB** This form must be completed and forwarded to the **Industrial Liaison Officer, Takoradi Technical University, Box 256, Takoradi**, by student concerned **within seven days** of assumption of duty.

**OFFICE DIRECT LINE 03120-22643, 0202116116**

**EMAIL: liaison@ttu.edu.gh**

---

Powered by Directorate of ICT Services

0256895983

