

Norah Wachia,
P.O BOX 7297 - 00100 NAIROBI,
udlinewachia@gmail.com,
+254741777695.

22nd October 2023.

Human Resource Manager,
Insurance Regulatory Authority,
P.O BOX 43505 - 00100 NAIROBI

Dear HR Manager,

I am writing to express my strong interest in the Research & Innovation Assistant position within the Directorate of Research, Innovation Policy & Strategy, as advertised in the IRA website. With a passion for research and innovation and a background in economics and statistics, I am confident in my ability to make a valuable contribution to your department.

As a dedicated and driven individual, I believe I possess the skills and competencies required to excel in this role. The job purpose, duties, and responsibilities you have outlined closely align with my academic and professional experiences. Here are some of the reasons I believe I am an excellent candidate for this position:

I was a student at Egerton University and am set to graduate on the 27th of October 2023 with a Bachelor of Science degree in Economics and Statistics. This program has provided me with a robust foundation in pertinent disciplines such as economics, insurance, and statistics, which has thoroughly equipped me with the knowledge and analytical skills necessary for the position.

With six months of hands-on experience working at Lapfund and NHIF organizations, I have been actively involved in diverse research and innovation projects. My prior roles in these organizations have facilitated the development of robust analytical, problem-solving, and data analysis skills, all of which I am enthusiastic about applying to assist your department's initiatives..

I possess computer proficiency, a strong commitment to professionalism, and excellent communication skills. I'm enthusiastic about contributing to the insurance industry's growth through research and innovation. My resume is enclosed for a more detailed overview of my qualifications, and I'm eager to discuss how my skills align with your department's needs in an interview. Thank you for considering my application, and I'm looking forward to the possibility of becoming a valuable member of your team.

Sincerely,
Norah Wachia.

