**COVER LETTTER**

**NAME; Agolla Collins Osoga**

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**ID NUMBER: 32044642**

**Dear sir or madam,**

Hello with this letter I would like to express my interest in filling an open vacancy at this organization in particular this position of an intern.

I respectfully acknowledge that I may be the good fit for this humble position cause of the personal value I have

1. I am hardworking
2. I am a team player, cause working as a team creates a job well done
3. I was able to be graced to work at KEBs during my attachment hence was able to acquire new and different skills
4. I keep time, cause time is the key value in ensuring work done is efficient and well done
5. I am a fast learner
6. I have a positive attitude and enthusiasm about the chance to grow
7. My willingness to keep an open mind to learn new things
8. My outing going and ability to connect with others to add to the culture of this great organization

I am currently still a student at the university of Nairobi. During these studies, students are molded to become or acquire different positions in an organization. Reason as to why I humbly request to be accepted to join this great organization for I will learn a lot, and this will help me make optimal use of the knowledge I am acquiring.

I would like to further explain my motivation for this humble position that is vacant in this organization during a personal meeting.

You can kindly reach me via phone, my phone number is 0710124531 or via email [abuoragolla@gmail.com](mailto:abuoragolla@gmail.com).

I can’t express how deeply I will be honored to be part of this great organization.

Thank you for your sincere consideration and I will be eagerly looking forward to hear from you.

Sincerely,

Agolla Collins Osoga.