

KENYA UNIVERSITIES AND COLLEGES CENTRAL PLACEMENT SERVICE
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REF: KUCCPS/02/

8th February, 2019

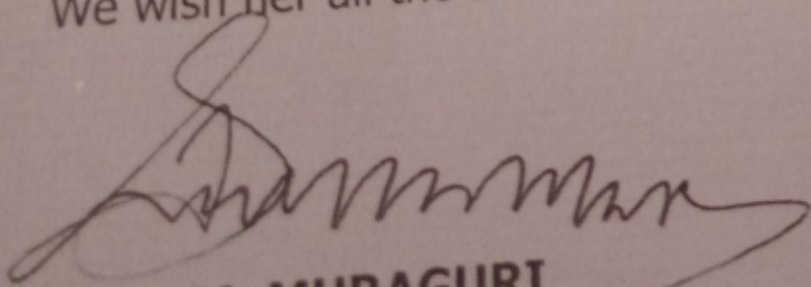
TO WHOM IT MAY CONCERN: MORAA LENA OMWENGA

This is to confirm that the above named student of Nairobi Technical Training Institute was on industrial attachment in our organization's Human Resource and Administration Department for a period of three months from 5th September, 2018.

While with us she was exposed to various duties undertaken in the organization including the following:

- Customer Care – Front Office
- Online Course Application User Support
- Career Outreach Programs in Schools and at Exhibitions (ASK)
- Staff Recruitment
- Staff Induction
- Payroll Administration
- Records Management
- Overview of HR Policies and Procedures

We wish her all the best in her future endeavors.



JOHN M. MURAGURI
CHIEF EXECUTIVE OFFICER