

Nairobi, May 2017

**To whom it may concern**

This letter hereby serves as certificate for Mr. Stanslaus Wambua Mwongela (ID no: 28407707) issued by the Hanns Seidel Foundation Kenya (HSF). Stanslaus Mwongela completed his internship at HSF from 1<sup>st</sup> March to 31<sup>st</sup> May 2017.

Stanslaus Mwongela supported the foundation's civic education and socio-political dialogue programmes. He was involved in the planning and coordination of national training interventions and political dialogue initiatives in the fields of democracy, the rule of law and institutional development, assistance for political parties, civic organizations and other target groups.

Stanslaus Mwongela was involved in project management and planning processes in the NGO/ development agency context. He successfully identified technology needs and produced wireframes and mock-ups to aid in the development of HSF Monitoring and evaluation tool. He subsequently developed a prototype app for monitoring and evaluation. He also advised on how to successfully integrate and administer various technology tools.

With respect to designing and managing project Stanslaus Mwongela could expand his knowledge and skills in drafting concepts and writing reports. He

did not hesitate to take over tasks outside his subject area. He completed general administrative and logistical tasks such as filing, drafting of letters and providing support and assistance to the financial administration of the project in general. He successfully underwent training on verifying accounts. Stanslaus Mwongela possesses a strong level of proficiency in analysing processes and providing technical assistance in a wide range of subjects. He is able to draft concise and convincing texts covering various topics. He carried out effective research assistance and was able to adapt to various requirements.

Stanslaus Mwongela demonstrated his excellent ability to work in an international and multicultural working environment. He communicated effectively and appropriately with all team members and contributed to the spirit of creative collaboration within the team. He earned the other team member's respect for being a good listener and observer. Stanslaus Mwongela was consistent, dependable and accurate in carrying out responsibilities.

Stanslaus Mwongela was proactive and carried out tasks with very little supervision. He displayed excellent self-organization skills and took a methodical and consistent approach toward organizing his work. He was also able to manage several tasks effectively and efficiently. He completed assignments accurate and met deadlines as promised. Stanslaus Mwongela articulates his thoughts clearly and logically. The written content he produced was clear and compelling. He provided good solutions and demonstrated a focus on identifying creative results.

During the time that Stanslaus Mwongela reported to me, I was impressed by his sense of responsibility, his creativity and his strong motivation and determination to his tasks. He displayed a great sense of initiative, mastered different approaches to tasks with great analytical skill and kept open to learning.

I would describe Stanslaus Mwongela as a dedicated and enthusiastic person with a quick comprehension for the relevant details. He demonstrated

competences and potential in many areas. I would therefore recommend him for any endeavour he chooses to pursue.

Please do not hesitate to contact me, should you require further information.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'U. Staschewski', with a stylized, cursive script.

Ms. Uta Staschewski

**Resident Representative, Kenya - Ethiopia**