

SOA/GEN/02:53(116)

9th December 2025.

TO WHOM IT MAY CONCERN.

Dear Sir/Madam,

SUBJECT: LETTER OF RECOMMENDATION FOR ROY NGURE MUTUA

This is to confirm that Mr. Roy Ngure Mutua has worked in various IT roles at Kenya Civil Aviation Authority – East African School of Aviation for 12 weeks beginning 1st of September to 28th November. During his engagement, he performed the following tasks:

- System installations, software configurations, and user support including account management.
- Network troubleshooting, monitoring, and ensuring connectivity through LAN/WAN infrastructure.
- Maintenance of UPS systems and setup of projectors and audiovisual equipment.
- General ICT resource management and improvement of documentation practices.
- Contribution to the enhancement of standard ICT procedures and workflows.

Mr. Mutua has proven to be a responsible, focused, and technically skilled individual. He performs tasks diligently with minimal supervision and maintains a high level of professionalism and attention to detail. He has demonstrated excellent problem-solving abilities, a positive attitude toward learning, and the capacity to collaborate effectively with colleagues and supervisors.

His discipline, reliability, and strong work ethic make him a dependable professional.

I highly recommend him to any employer seeking a technically competent, committed, and professional individual.

Yours Sincerely,

Philip Buyu.

For: Director, EASA.

10/12/25

