



PUBLIC

February 10, 2025

Caleb Adjel
Accra.

Dear Caleb,

OFFER FOR INTERNSHIP

We are pleased to offer you an internship opportunity with Consolidated Bank Ghana (hereinafter referred to as the 'Bank'). The Internship commences on February 17, 2025 to April 30, 2025.

1. Your engagement shall be for the fixed term indicated above unless terminated by the Bank or by you upon giving the requisite notice.
2. You shall receive a monthly allowance of GHS 600 per month for the period of the internship.
3. You will be attached to the Lapaz Branch and you will report to the Branch Manager.
4. You will submit daily reports to your Line Manager to track your progress.
5. Our working hours are 8.00am to 5.00 pm each day from Monday to Friday. You may however be required to perform duties outside the stated time when the need arises. You will be required to undertake such duties as may be assigned to you by your Line Manager.
6. During your internship, you will devote the whole of your time to the business of the Bank and will use your best endeavours to promote the interest and welfare of the Bank. In your dealings with the Bank, you would also be expected to show utmost good faith and not engage in any activity prejudicial to the interests of the Bank.
7. Consolidated Bank Ghana (CBG) Limited has a fundamental duty to protect the information that is collected and applied for the benefit of the Bank and its customers. As an intern, you will be expected to fully comply with all the approved Information Security policies and to report any breaches of these policies of which you may become aware.
8. You will not either during your internship or anytime thereafter disclose to any third party any information which has come to your knowledge by reason of your internship with the Bank except to the extent that such disclosure is authorized by the Managing Director or his representative or is necessary in the course of your duties or is required by law

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9. You will be subject to and bound by the terms of all the Bank's policies, and such further rules and regulations as shall be communicated by the Bank or as may be amended from time to time.

We wish you a successful period of internship with the Bank.

Yours faithfully,



ESI MMIRBA WILSON
DIRECTOR, PEOPLE AND TRANSFORMATION

ACCEPTANCE

I have read and fully understand the terms and conditions of engagement and agree to fully abide by the terms and conditions set forth in the offer above.

I anticipate/confirm that I will be able to commence the internship on 17th February 2025 *Stuf!*

Signed: *Stuf!* Date: 14th February, 2025

Full Name: Caleb Adjei

People and Transformation Business Partner Confirmation

I confirm that the internship commenced on

Signed: Date: