

# CATHOLIC HEALTH SERVICE TRUST- GHANA

(Diocese of Keta-Akatsi)



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Richard Novati Catholic Hospital  
P. O. Box SK 95  
Sogakope  
Volta Region

Bankers: ADB, Sogakope

Our Ref: KAD/RNCH/Internship/24

August 13, 2024

**MR. SAMUEL GAMELI GADZO**  
**AG. HEAD OF DEPARTMENT (SCHOOL BUSINESS)**  
**UNIVERSITY OF EDUCATION**  
**WINNEBA**

Dear Sir,

**RE: INTRODUCTION FOR INTERNSHIP – MR MICHAEL FORSON**

We write to inform you that there is vacancy for the above mentioned student for him to do his internship with us.

We shall expect his arrival in **January 2025**.

Thank you.

Yours faithfully,

**(ERIC ODURO-YEBOAH)**

Hospital Administrator

For: Management

HOSPITAL ADMINISTRATOR  
RICHARD NOVATI CATHOLIC HOSPITAL  
P. O. BOX SK 95, SOGAKOPE

**cc:**

- o The Human Resource Manager, RNCH, Sogakope
- o The Head of Finance, RNCH, Sogakope
- o The Training Coordinator, RNCH, Sogakope