

ADB/HR/MEMO/INDUSTRIAL ATTACHMENT/31122024/V.1

December 31, 2024

Judith Love Mensah
University of Education, Winneba
School of Business
Winneba

Dear Judith,

RE: INDUSTRIAL ATTACHMENT

We are pleased to inform you that approval has been granted for you to undertake an eight-week industrial attachment with the Agricultural Development Bank PLC.

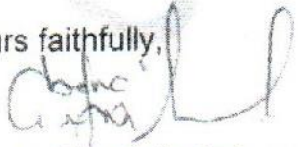
As an intern, you are expected to be punctual, professional, and hardworking. You are also required to work collaboratively with other team members, and follow all Bank policies and procedures.

The duration of your internship will be from **January 08 to March 08, 2025** at the **Kasoa Branch**.

Kindly note that the Bank will not be under obligation to provide any form of financial support during the period of your internship.

We hope this will enable you to acquire the relevant exposure and experience pertaining to your chosen field of study.

Yours faithfully,


Abena Abrafi Antwi
Ag. Head, Human Resource

Cc: The Head of Department, SOB Winneba
• Branch Manager, Kasoa
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