

JUABEN RURAL BANK PLC

TEL: 0208521968 / 0322220562 / 0322042052

P O BOX 21
JUABEN - ASHANTI
GHANA - W/A

Our Ref: JRB/IA/2026

6th January, 2026

Mr. Offin Augustine
Dept of Applied Finance And Policy Management
University of Winneba

Dear Sir,

INDUSTRIAL TRAINING

We are happy to offer you a training attachment at our Ejisu Branch. Your attachment commences on **Monday 12th January, 2026** and ends on **Thursday 30th April, 2026**. Note that your place has been guaranteed by **Mr. Kwabena Ofori-Sika**

You would not be entitled to the privileges and rights enjoyed by the regular staff of the Bank.

You will however be expected to sign an Oath of Secrecy to keep all affairs of the bank and its constituents as secret without divulging any of such information to a third party.

To facilitate your movement, you will be paid a monthly non-taxable allowance of **GH¢250.00** to cater for your transportation and other cost. The Manager will be informed to arrange the payment of your allowance.

You are to consider this offer terminated should you absent yourself from work without permission for **three consecutive days**.

If you accept these terms, please sign the enclosed duplicate copy of this letter and return it to the undersigned as soon as possible.

Yours faithfully,


VICTOR OWUSU ACHEAMPONG
(HUMAN RESOURCE MANAGER)

cc: Chief Executive Officer
Mr. Kwabena Ofori-Sika
Head: Ejisu Branch



I, OFFIN AUGUSTINE
this offer.

Accept

Signature  Date 6TH JANUARY 2026