

# GHANA EDUCATION SERVICE

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REPUBLIC OF GHANA

MUNICIPAL EDUCATION OFFICE  
GA SOUTH MUNICIPAL  
PRIVATE MAIL BAG  
NGLESHIE AMANPRO  
3<sup>RD</sup> FEBRUARY, 2026

MR ASEMANING NAPOLEON JOHN  
UNIVERSITY OF EDUCATION WINNEBA  
WINNEBA

## INTERNSHIP ACCEPTANCE LETTER

Dear Mr. Asemaning Napoleon John,

We are pleased to inform you that your application for an internship at the Ga South Education Directorate Accounts Office has been granted successfully.

On behalf of the Directorate, we are happy to offer you an internship placement in our office. Your internship will provide you with the opportunity to gain practical experience, develop relevant skills, and contribute meaningfully to the work of the Directorate.

Your start date will be 19<sup>th</sup> January, 2026 and your duration of the internship would be four (4) months. You will be available from Monday to Friday, 8am to 5pm. Any other relevant guidelines will be communicated to you in due course.

We congratulate you on this offer and look forward to having you in the Ga South Education Directorate.

Please accept our best wishes as you begin this new learning experience.

Yours faithfully,

Anastasia Asabea Ofori  
Human Resource Department  
GA South Education Directorate  
0243087499

(HRMD)  
GHANA EDUCATION SERVICE  
GA SOUTH MUNICIPAL OFFICE  
PRIVATE MAIL BAG  
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Cc:

THE HEAD OF DEPT  
DEPT. OF ACCOUNTING.  
SCHOOL OF BUSINESS.  
WINNEBA