



Ref: FRBPLC/ATT/JA/01/26

Your Ref.....

5TH JANUARY, 2026

JEREMIAH ACKAH NTIM
UNIVERSITY OF EDUCATION, WINNEBA
WINNEBA.
0591506871 / 0243006143

Dear Jeremiah,

RE: INDUSTRIAL TRAINING PROGRAMME FOR STUDENTS

We are pleased to inform you that, you have been granted Sixteen (16) Weeks Industrial Attachment placement in our Bank for you to acquaint yourself with current developments in the world of work. Your placement takes effect from 7th January, 2026 to 30th April, 2026 at our Sikafie Branch, Sikafie.

You shall report to the Branch Manager – Sikafie who will assign you your training programme.

You will be required to submit a personal report at the end of your attachment period to the Human Resource Department.

You shall be entitled to a monthly allowance of GH¢400.00.

You shall provide two (2) guarantors of good standing with one passport picture each who shall sign the Guarantors Form. You will also sign an oath of secrecy in the presence of the Head of HR/Administration or her designate at the Head Office, Bogoso.

An orientation program will be communicated to you in due course.

You are expected to accept this offer or otherwise in writing within a period of five (5) days from the date of this letter.

Thank you.

Yours faithfully,

CASSANDRA OKUDZETO
HEAD-HR/ADMIN.

Cc: Head of Finance,

Head of Operations

Branch Manager- Sikafie

BRANCHES:

BOGOSO-0501330917 | SIKAFIE- 0501334233 | TARKWA - 0202055240 | PRESTEA - 0202055243 | ASANKRANGWA - 0202055239 | ATEIKU - 0202055238
HUNI VALLEY - 0202055241 | ABOSO - 0202055247 | TAMSO - 0501276936 | WASSA DAMANG - 0501578129 | BAWDIE - 0501526254 | TAKORADI - 0501637898