**EPHRAIM KEVOGO**

 **P.O.BOX 16342-00610**

 **NAIROBI, KENYA**

 **TEL: +254722359513/+254733935806**

 **Email:** ephra2005@yahoo.com

 **Or:** ephra2005@gmail.com**.**

**Dears Sir/ Madam,**

**RE: APPLICATION FOR A VACANCE POSITION IN YOUR ORGANIZATION**

I write to you my application to request for above posts. I believe am the right candidate since I meet the qualifications,

 I am an industrious, open minded, versatile enough to work in a dynamic, forward thinking organization and self driven to achieve the best. I possess strong skills in planning, good communication, interpersonal relations, keenness, dedication to work, ability to meet deadlines, working under minimum supervision, maintaining respect for confidentiality, a good team player and diligent worker to all geared towards achieving organizational goals and objectives.

Having been a volunteer at to St John Community Centre and Pit to Palace Initiative organization as a Project Officer tasked with community mobilization and sensitization for 2 years, my good organizational skills and strong communication skills combined with my passion for working in this industry makes me a great fit for the position.

Also, I have considerable skills when it comes to field work which I acquired during my time Pit to Palace organization. My acquired skills will come in handy when working with the communities and will be an added asset to your organization.

Thank you in Advance.

Find attached my CV.

Yours Faithfully,

Ephraim Kevogo