

Fredrick Omondi Ouma

P.O. BOX 1259

Dar Es Salaam,
Tanzania

Dear Sir/Madam,

RE: Human Resources Manager Position

I hereby write to apply for the abovementioned role. Over 10 years of working experience has created a solid foundation of Human Capital Management and Resource Planning, as well as a keen understanding of process and policies development. I have been involved in capacity building for Human Resources departments, Gap-Audits, Performance Monitoring and Improvement strategies, Team-building, Employee Retention Programs, Coaching and Mentoring.

I believe myself to be the ideal fit for the position because; Firstly, I build structures and processes in organisations, as well as championing change-management. Secondly, I am a willing and adaptable worker, capable of working in different working environments and Teams of People. Lastly, I am goal-oriented in my approach, hence will take up the challenge – without hesitation – to advance the organisation's strategic objectives.

Best regards,

Fredrick Omondi Ouma