

# Gheli Technology Solution Limited

Km 7 Sapele Road, Benin City, Edo State, TEL: 08034474507

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25th/08/17

## **EMPLOYMENT LETTER FOR THE ROLE OF A SUPPORT STAFF**

Dear Efemena,

We are pleased to offer you the position of **Support Staff** at Gheli Technology Solutions Limited. As a leading ICT company specializing in software development, system integration, and technology solutions, we are excited to welcome you to our team.

### **Job Responsibilities**

As Support Staff, your duties will include:


- Assisting in the development and management of project budgets and reports.
- Supporting the creation and execution of project plans and tracking responsibilities.
- Helping define and communicate roles and responsibilities across project teams.
- Identifying and interpreting customer requirements to support solution and service delivery.

### **Terms of Employment**

- **Start Date:** 4<sup>th</sup> September 2017
- **Working Hours:** 8 am to 5 pm
- **Remuneration:** 20,000 Naira
- **Reporting To:** Project Manager or assigned supervisor

We look forward to your contributions as we continue to deliver innovative and scalable ICT solutions across Nigeria.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ikhane Obozuwa Stephen', with a stylized flourish at the end.

Ikhane Obozuwa Stephen

Human Resources

Gheli Technology Solutions Limited

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19th/10/25

## **REFERENCE LETTER FOR EFEMENA BLESSING ARUAVA**

### **To Whom It May Concern**

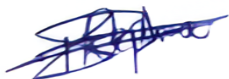
This is to confirm that **Efemena Blessing Aruava** was employed as a **Support Staff** at Gheli Technology Solutions Limited from **September 2017 to February 2018**.

During this period, she contributed to various ICT-related projects and provided valuable support in the following areas:

- Assisting in the development and management of project budgets and evaluation reports.
- Supporting the creation and monitoring of project plans and assigned responsibilities.
- Helping define and communicate roles across project teams.
- Interpreting customer requirements to support the delivery of technology solutions and services.

Efemena Blessing Aruava demonstrated professionalism, reliability, and a strong commitment to teamwork. We appreciate her contributions during her time with us and wish her success in future endeavors.

Sincerely,



Ikhane Obozuwa Stephen

Human Resources

Gheli Technology Solutions Limited

