

**Professor Sampson Oduro-Kwarteng**

Email: sokwarteng@gmail.com

Department of Civil Engineering,

1<sup>st</sup> October 2023

Permanent Secretary  
Ministry of Higher Education, Research,  
Science, and Technology,  
Banjul, The Gambia.

Dear Sir,


**RE: APPOINTMENT AS HEAD, DEPARTMENT OF CIVIL ENGINEERING FOR THE EMERGING  
CENTRE OF EXCELLENCE IN SCIENCE, ENGINEERING AND TECHNOLOGY FOR  
ENTREPRENEURSHIP**

With reference to your letter dated 24th July 2023 offering the position of Head of Department of Civil Engineering at USET, the Emerging Centre of Excellence in Science, Engineering and Technology for Entrepreneurship, I am pleased to accept the appointment as Head of Department of Civil Engineering, effective 1st October, 2023.

I appreciate the responsibility that goes with the position and will work hard to the best of my capabilities and knowledge to serve the University. I am grateful to University Management for the opportunity to serve and to contribute to the vision and strategic goals of the University.

Find enclosed, two signed copies of the contract for the appointment.

Yours faithfully,



**Professor Sampson Oduro-Kwarteng,**

Cc. Senior University Administrator, USET,  
Project Manager, PIU STEE/USET  
Project Manager, PCU  
Centre Leader, STEE/USET  
ACE Focal Point, MoHERST