

Anyinamso D/A JHS,
Post Office Box 11,
Nkawie-Toase.
10th April, 2025.

The Head - Human Resource and Administration

Precious Minerals Marketing Company

Accra Central, Diamond House, Kinbu Road.

Dear Sir/Madam,

APPLICATION FOR EMPLOYMENT AS A SENIOR OFFICER, ESG

I am writing to express my interest in the position of Senior Officer, ESG, as advertised. With a Bachelor's degree in Geography Education and Political Science, and more than four years of post-graduation experience, three of which have been in roles involving coordination, stakeholder engagement, and data collection. I am confident that my skills and values align with the expectations of this role.

In my previous roles as a Data Collector and Geography Teacher, I developed strong skills in data management, stakeholder communication, and community engagement. These experiences have prepared me well for conducting environmental and social impact assessments, supporting ESG compliance, and coordinating stakeholder engagements. I am also passionate about sustainability and environmental stewardship, values that I have consistently upheld in my professional work.

My proficiency in Microsoft Office tools and research platforms enables me to compile and present ESG data effectively. I have supported team efforts in promoting awareness, collecting data for responsible sourcing, and facilitating communication between communities and institutions. I am especially drawn to the opportunity to support the integration of climate change mitigation strategies and contribute to sustainable mining practices within your organization.

I am detail-oriented, analytical, and committed to ethical practices and continuous

improvement. My ability to assess risks and develop insights aligns with the expectations of ESG reporting and compliance monitoring. I am confident that I can bring innovative, adaptable solutions to your ESG initiatives.

Please find attached my resume for your consideration. I would appreciate the opportunity to further discuss how my qualifications and experiences make me a strong fit for the Senior Officer, ESG role. Thank you for your time and consideration.

Sincerely,

Abdul-Kadre Osman