

# GHANA EDUCATION SERVICE

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Number and date of this  
Letter should be quoted.  
Tel: 0342293837 (General Office)  
0342293838 (Director's Office)  
My Ref. No.



REPUBLIC OF GHANA

MUNICIPAL EDUCATION OFFICE  
KWAHU WEST  
P. O. BOX 548  
NKAWKAW

7<sup>TH</sup> DECEMBER, 2023

GES/ER/KWM 128/23/vol. 6/14  
Kwahuwest.education@gmail.com  
Your Ref. No. ....

**VIDA ASAMOAH**  
**NKAWKAW BROTHERHOOD M/A PRIMARY**  
**NKAWKAW**

## NOTIFICATION OF RETIREMENT

**NAME:** VIDA ASAMOAH

**STAFF ID:** 251517

**RANK:** ASSISTANT DIRECTOR II

**REGISTERED NO.:** 1283/88

The Management of **Kwahu West Municipal Education Directorate** sincerely acknowledge the invaluable service you rendered to Ghana Education Service as expected.

Management therefore on behalf of the Director General of the Ghana Education Service write to congratulate you to that effect.

Please, be informed that, your retirement date is **30<sup>th</sup> day of September, 2023**. Additionally, you are being advised to initiate all processes leading to your retirement benefits without delay.

You will be expected to handover all school property in your possession to your **Headteacher** on your day of retirement.

The Directorate deems it necessary to wish you the best of luck in your future endeavours.

**NOTE: if you have any issue relating to your date of birth and other documentations, kindly inform the Municipal Director of education before 10<sup>th</sup> day of January, 2023.**

May the good Lord protects and guides you throughout your retirement.

**HAYFORD AWUAH (MR)**  
**MUNICIPAL DIRECTOR OF EDUCATION**  
**KWAHU WEST**

**Cc:**

The Front Liners, KWMEO, Nkawkaw  
The Internal Auditor, KWMEO, Nkawkaw  
The SISO, Nkawkaw 'C' Circuit  
The Headteacher, Nkawkaw Brotherhood M/A Prim.  
Personal File

NSOROMABA