

15th November 2018

The Manager
Botswana Life Insurance
Gaborone

Dear Sir/Madam,

Re: Introduction letter – Motlathledi Gaboalapswe

This serves to confirm that Mr. Motlathledi Gaboalapswe of Omang number 583618102 is employed by the Botswana Examinations Council as Operations Technician. He has held this position since 01st April 2014. He is employed on an indefinite contract and he has been confirmed as a pensionable employee.

Mr. Gaboalapswe currently resides at plot number 62719, Tsholofelo East Gaborone. He has lived at this address since 2017. His postal address is Private Bag 0070, Gaborone. He is entitled to the following allowance on a fixed monthly basis; housing allowance at 10% of his monthly salary, medical insurance at 5% of his monthly salary, and cell phone allowance at 3% of his monthly salary.

We would be grateful if you could give him the assistance he needs, subject to him meeting your requirements.

Should you need any further information regarding this application, please do not hesitate to contact the Human Resources Manager at 3650 700/3184 755.

Yours sincerely



Mr N. L. France
Acting Director HR

