**Date.November 9,2022**

## TO ISHDO,Ethiopia

Addis Ababa,Ethiopia

Subject:writing Cover letter for Grant Compliance Specialist

 **Dear sir/Madam**

I was very excited to see your vacancy for a position Grant Compliance Specialist in which was advertised on the ethiojobs.com website, interested me to fill the vacancy because of its relevance to my prior professional and academic experience. In this vacancy I see the ideal opportunity to use my experience and knowledge that I’ve gained and a chance for further personal development. The opportunity presented in this listing is very interesting and I am very interested in working at your institution. I am a well qualified who would be an excellent choice for this position. I have MBA in business Administration, BA degree in accounting, Diploma in accounting certificate in education & I have 16 years work experience in Finance and 10 years in Education in Government as well as in non Government organization. My strong technical experience & education will make me a very competitive candidate for this position.

I am renowned for being able to motivate, mobilize, and coach my fellow colleagues to meet high performance standards. I can easily work with others in a professional manner while attempting to achieve a common goal. I am someone who knows how to set goals and achieve them, develop & execute strategies. I am a sociable person who has a natural ability of talking to and building relationships with, all kinds of people. I also consider myself to be a personable professional whose strengths include cultural sensitivity and an ability to build rapport with a diverse workforce in multicultural settings & One of my strongest points is my self-motivation which allows me to perform well under pressure and against aggressive deadlines in any pressurized environment and Being a highly analytical thinker and I am able to quickly identify, scrutinize, improve, and streamline complex work processes. I have experience in learning and excelling at new technologies as needed. My present employer is very satisfied with my work rate, and I am confident that I can bring the same level of high performance to your institution. I have a proven track record of responsibility, integrity and commitment to organizations objectives. I am comfortable working independently or as part of a team, and I firmly believe that your needs and my skills are an excellent match. My enclosed resume will provide you with greater details of my background & If you need additional information or documents, feel free to contact me. Thank you for taking the time to consider my application.

**Sincerely,**

Efrem Debela