Date: **Nov 10, 2022 .G.C**

From: **Getu Sileshi Abdisa**

Qualification: **BSc.in Medical Laboratory technologist**

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Application letter

**To:- ISHDO**

**Addis Ababa**

**Applicant**; **Getu Sileshi Abdisa *(BSc Medical Laboratory Technologist)***

# Subject :-Applying Vacancy on Laboratory Technician Maternity Cover

Dear **ISHDO** I am Getu Sileshi, Who is applying to your organization with pleasure that was posted on Nov 09 /2022 .G.C

I was graduated from Wollega University in 2011 G.C in BSc Medical Laboratory technologist for which I had all the relevant courses; Complete Comprehensive Clinical and Public Health services, Health service Management, sample collection and transportation ,clinical laboratory diagnosis, result interpretation, Internal & External quality assurance and M&E from Wollega University.

***Currently I am working at Nekemte Public Health Research and Referral Laboratory center (Nekemte Regional Laboratory).***

I have Basic and TOT Training and technical skill & experienced in biological specimen collection, storing, packing and transporting and also Phlebotomy skills, I Adhering laboratory Biosefty during Pre Analytical phase ( collection, Storing and Transporting Biological sample), Analytical phase ( Specimen processing) and Post Analytical Phase ( disposing specimen) and when I working in the laboratory by following LQMS (Laboratory Quality Management system). I’m Performing test follow procedure according to SOP (Standard Operational Procedure) for all test performed at Health center to Research institution level and laboratory test result recording in computer, Reporting, Analyzing and interpreting by using data base and using Microsoft office word, Excel, power point, DHIS-2, SPSS, STATA . Also I Managing Laboratory material and supplies of tests for service provided all sustainability of all tests. I have skill when planning, organizing, coordinating, and M&E (Collect, Analysis and interpret data) and take action in all health service activities in the Health post, health center,Woreda Health office and Regional level.

I have a total of 10 years of work experience and my work experience has been gained and developed at various levels of the workplace I have worked from the health station level to the research center for community health studies

Work Experience Related to Laboratory Profession Laboratory Work I can do various types of laboratory tests at the health station level and I have up to the Center for Research for Community Health Studies, Thus My Current Workplace is at the Center for Research for Community Health Studies in Naqamtee when

I have implemented Standard Operating Procedures (SOPs) in my existing work and our laboratory is ENHO Certified by COVI-19 Molecular test, Viral Load EID, and others

I can plan, request and expedite the supply of laboratory reagents and equipment without interruption of medical services. I can also print and submit request forms, data records, customer schedules, and laboratory test reports to technical staff for accurate results, Reporting Coordinate laboratory and clinical departments and others requiring this report on issues related to laboratory test requests and reports. Liaise between laboratory and medical IT departments to prepare daily, weekly reports, monthly and annual statistical reports, updates or maintenance of laboratory databases

I can coordinate and assist technical staff to ensure accurate, efficient, and timely delivery of results by printing and submitting questionnaire forms, data records, customer schedules, laboratory test reports as well as documentation and laboratory work records in an organized and easy-to-read manner

I can Coordinate this report, report and provide necessary explanations, present and prepare reports as well as prepare 10 or 5 years and one-year Action Plans for the health sector as a whole and prepare new laboratory services according to the action plan adopted in the laboratory

Therefore, if I am employed in your office with my Professional and Leadership Experience, I hope you will call me because I believe that I will be an additional force in your office and achieve the vision of your office So I hope you will invite me and I will listen to your response

Best Regards!

Getu Sileshi Abdisa (BSc Medical laboratory technologist)