Date: 10 November 2022

To: **Integrated Service on Health and Development Organization /ISHDO**

 **Human Resource Department**

Dear Sir,

I am sending this letter in order to apply for the post of **Grant Compliance Specialist.** I believe that my education, skill-set, and experience makes me a suitable candidate for this vacancy.

My commitment can be gauged from the fact that I am an accredited holder of Masters Degree with organizational leadership as specialization from Unity University and Bachelor of Arts degree in Accounting from Addis Ababa University School of Commerce.

My key competencies include, but are not limited to, interpreting financial records, managing budgets, risk assessments and business strategy reviews, compliance reviews and annual & periodic auditing. Possessing more than 10 years of experience of working in diverse positions with multiple companies gave me an extensive insight of the finance, Audit, Risk and Compliance Management background.

I would appreciate the opportunity to become member of your team, as it would advance my carrier path to a bright future.

Sincerely yours,

Martha Shitaye