Date\_ 27/09/2022

Name: frewoini woldemariam Gebremedhin

Mobil: 0920737056

Email: frewoini woldemariam @gmail.com

**Application letter**

**To:** **Hiliton hotel (UN)**

Subject: - Applying for a Job/Vacancy

I am writing this letter of application in response to your announcement. I would like to express my deepest gratitude to apply for such vacancy position**- cost control** Because I have been searching for such an opportunity that I was very much interested.

Professionally I was graduated from AlphaUniversity College facuity of Business and Economics, with B.A degree in Accounting and finanace on 2016 G.C. During my study in University, I improved my knowledge, Communication skills and ability to work in a team Environment. Moreover, I have good skills in computer usage. I am sociable person and I can work with people from different culture. My hard working and personal integrity will be an additional asset for your organization. I do my work carefully and have a capacity for fulfilling my responsibilities in great varieties of activities. As well as I am confident to perform the duties and responsibilities given to me to the best of your expectation. And I have explained detail about my educational background and Work experience on the attached CV.

So, if I am chosen for this position, I will work hard towards achieving the objectives and goals of your Organization.

With best regards

Frewoini woldemariam

CURRICULUM VITAE (CV)

1. Personal details

* Name :- Ms. frewoini woldemariam Gebremedhin
* Date of Birth:- Augest, 20/1993 G.C
* Nationality:- Ethiopia
* Address:- Addis Ababa, Ethiopia
* Phone:- 0920737056

Email:- Frewoiniwoldemariam[@gmail.com](mailto:beone4mitn@gmail.com)

1. Academic Qualifications

* BA in Accounting and Finance from Alpha University Collage

1. Work Experience

* From July 2016 to October 2017: **Junior Accountant** at Ethiopian Food and Drag Authority
* From November 2017 to present **Finance Officer** at Federal First Instance Court

1. Desired Employment/Occupational Field

* Best Academician, Senior Finance officer (Manager), Audit, Budget and other business related activities.

1. Language

* Amharic: - Excellent in Reading, Writing, Listening and Speaking.
* English: - Excellent in Reading, Writing, Listening and Speak

1. Computer and Software Proficiency

* Basic Computer skills (MS Word, MS Excel, MS Power Point, Browsing to Internet and Others.
* Payroll
* Peachtree
* IFMIS

1. Training Certificate

* **Financial Accounting** -from Management Institute
* **Government Accounting**-from Management Institute
* **Peachtree Accounting**- from Virtual computer Engineering
* **IFMIS Software** -from Ministry of Finance and Economic Development.

1. Research Papers

B.A Research: - The role of financial Institution in case of small and medium interpres Addis Ababa Town.

1. Social Skills and Competences

* Team Spirit, gained in three organizations where most of the work in groups, and Good communication skill gained through Training and Experience.
* I have good potential to work hard and good ability to adopt multicultural environment (Organization).
* Excellent in Preparing All vouchering Good Participation in voluntary service.

1. Desired Employment/Occupational Field

* Best Academician, Finance officer (Accountant), Audit and Other Business related Activity.

1. References

**Mr. Abayneh Alemayehu**

Directorate Director of Finance office, EFMHACA

Phone No: +251911303928

Email Address: abay801@gmail.com