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**Integrated Service on Health and Development Organization /ISHDO/
Addis Ababa**

**Subject Job Application:
Grant Compliance Specialist**

Addis Ababa
Dear sir/Madam

I am writing this letter to apply for the **Grant Compliance Specialist** position for your Addis Ababa office which is announced through Ethio jobs website.

I am very familiar with Grant, Finance and Admin Coordinator activities, since I worked in the Finance administration position for a longer period and further my current post is also very related and includes such duties and responsibilities of the position announced. Moreover, I am very pleased to find out about this employment possibility, since I perceive I have a good experience of working in the area of grant and Financial management on different projects.

I believe that my strong educational background and extensive experience in financial operations make an appropriate candidate for the advertised position. As you can see in the enclosed resume, I have worked as a finance and admin Coordinator for **the Consortium of Self-help approach promoters**, Which is a network of seventeen Local NGOs for two years.as a senior field finance and administration officer, **for Mariestops international as a field finance and admin officer** for about a year, as senior finance officer for **Pro pride** for four years, Feb 2018 to august have been worked for propride, in the capacity of Finance and administration Manager and currently I am Working in the capacity of Finance HR Head for Mersa Media institute, an International organization based in USA. Hence, my responsibilities and duties are quite similar to those required in the ad of your organization, I strongly believe I can perform well all the delegated duties and tasks

In the current as well as previous posts I have been always receiving excellent feedback from my employers, which proves my strong commitment to perform my responsibilities in a professional and effective manner. I like to work in a team, but I am also comfortable working on my own. Furthermore I am good communicator, accurate, quick learner and goal oriented,

Thanks to my wide experience in the area of financial management, I perceive this employment opportunity as a significant advancement in my career, I believe that work in such an organization can be a good environment to show off my full potential and utilize my skills and knowledge. In that line I am looking forward to your call for an interview.

Regards

WondafrashA'mde