November 12, 2022

**To: ISHDO**, Ethiopia

**For Addis Ababa, Ethiopia**

# Subject: Laboratory technician Maternity Cover

# Dear Sir/Madam:

# Herby, I respond to the vacancyLaboratory technician Maternity Cover which I found on the ethiojobs.net website. This vacancy caught my attention, because I see a great deal of similarity between the job requirements and my experiences. The role is very appealing to me, and I feel that my strong technical experience and education make me an excellent candidate for this position.

I have completed undergraduate study with BSc in Medical Laboratory Technology from Jimma University Medical Faculty in July 2012, BA in Business Management from Jimma University College of Business, Economics in July 2016 and Masters of Clinical Laboratory Management and Quality Assurance from Addis Ababa University School of graduate studies in July 2018, Candidate of MA in Project Management and Finance from Jimma University College of Business, Economics and more than six years of relevant experiences as Laboratory testing service provider, Laboratory Quality Manager and Laboratory Manager, during this time my key achievement and responsibility would be support my success in this position, its include:

* Lead and coordinate quality assurance case team and assure the implementation and maintenance of the Quality Management System.
* Communication with the laboratory head, CED of the hospital, different stakeholders and EQA providers of national as well as international.
* I have defined, implemented and monitored standards of performance and quality improvement of the laboratory
* Follow-up of all corrective, remedial actions and complaints; and the coordination of document amendment, revision and distribution
* Control and Organization of Laboratory Information Management System (LIMS).
* Providing Laboratory Services for outpatient and inpatient departments by performing different Laboratory tests and examinations like molecular technique for HIV Rapid testing, TB, HIV Viral Load and EID
* SOP preparation and ensuring proper utilization for Laboratory tests like HIV rapid testing, TB-Genexpert, AFB Microscopy, TB Culture, HIV Viral Load and EID.
* Conducting Routine Internal Quality control activities in the laboratory for different laboratory tests including TB-Genexpert, AFB Microscopy, TB Culture, HIV Viral Load and EID
* I have organized and coordinate different zonal level and woreda level trainings for HIV rapid testing, TB, HIV Viral Load and EID testing.
* Prepare monthly, quarterly and annual Laboratory report and submit to hospital Data Management Unit.

Also Advanced Computer skills (Plan using MS-Project, MS-Word, MS-Excel, MS-Power point, SPSS and EPI info, internet services and email systems) and **Recognition Certificate** from ENAO for the implementation of ISO15189:2012 in molecular biology field of testing (Genexpert for TB) as Nominated Representative January 2020.

I would welcome the opportunity for a personal contact with you at your convenience. I can generally be contacted at Tel. **+251932464711** e-mail- **demekenatal@gmail,com**.

Yours faithfully

**Natal Demeke**

**Enc. CV**