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From: Shimelis Zegeye

**TO:- INTEGRATED SERVICE ON HEALTH AND DEVELOPMENT ORGANIZATION
(ISHDO)**

Addis Ababa

Subject: Job application Cover Letter

This letter is in response to your job posting on www.ethiojob.com for the position of Grant Compliance Specialist as you can see from my CV I have B.A degree in Accounting and MBA (Master of Business Administration) from Addis Ababa University, Lead star University College graduated July 2007 and August 2015 G.C. respectively.

I am highly interested for this particular role due I have been working in the areas of budget planning, reporting, budget management & monitoring, Procurement management, Fleet management/Logistics and Fixed asset management system with World Vision Ethiopia at different positions from Accountant to Finance Officer since June 2012 G.C to present.

Besides, I have been working on the position of Finance Officer, employed by UN-Agencies fund (UNDP, UNICEF and WFP) at East Wollega zone finance & Economic Development Office, by supporting & coordinating 17's Woreda under zonal administration disbursing funds and liquidating/settling back budget utilization reporting to Oromia regional BOFED from 2008 to 2012 G.C.

I have had achieved and maintained quality financial data, managing overspending/underspending utilization of budget, could have been able to do with high pressure (workload) and had been able met tight deadline and could have been contributed to team effectiveness.

I have enclosed a copy of my CV and I have carefully filled the application form attached here with and I would be very pleased to discuss whether more information is needed. Thank you in advance. Please use my address on the heading for any contact and necessary details.

Warm Regards!;
Shimelis Zegeye
Shalom!