

Date: Feb 14, 2024

Name: Goitom Negash Meles  
Address: Mekelle, Tigray, Ethiopia

## Application Letter

To: Semien Microfinance Institution sc.

Dear Hiring Manager

My name is Goitom Negash Meles, I am graduated from Mekelle University, Mekelle Institute of Technology by the department of Computer Science and Engineering with a 3.91 CGPA on 17-12-2020 GC and I am looking for a vacant position that best fits my qualifications.

I was so excited when I saw your post for the position of ***Junior system administrator***, which is one of my future interests that I want to work on such kinds of companies which are very influential and have a great role in helping the communities in need of critical financial assistance. I thoroughly understand that the open position you have available will require a high level of professionalism along with a hard work ethics and good inter personal skills. I bring both these skills and more, and I would love to be part of your team. I show professionalism at all times. In fact, I was commended at my internship period for my professional communication and hard work.

I can easily cope up new technologies and keep flawless accuracy while increasing workload with a little supervision. I am confident that you will find my skills and knowledge to be exemplary. If there is anything else you would like to know about me, I would be happy to sit down and discuss the position further.

Thank you so much for considering my candidacy for this position. I look forward to your response.

Yours faithfully

GOITOM NEGASH MELES