

October 12, 2021

Development Bank of Ethiopia  
Human Resource Management Directorate

I am contacting you to express my interest in the Manager, Export Team. After reviewing the position requirements, I believe that my qualifications and education are a great match.

With MA Degree in Leadership and Management, BA degree in Accounting and Diploma in Banking and Finance plus with more than fourteen years of professional international banking experience out of which three years' experience as Senior export Officer, I can be a fit for the position. In addition, I have an international certificate in Capital Securities & Investment from Chartered Institute for Securities and Investment (CISI). I am skilled at team building, time management, operations support, business administration and financial management.

I envisioned exerting maximum effort towards building the bank image by providing and enforcing best and ethical working practice towards achieving the new organizational structure and strategic plan of the bank. Besides, I support the on-going change process by aligning myself with DBE to be a developing partner of the nation who achieves Ethiopia's economic transformation by delivering beyond expectation.

As Export manager, I advise export LCs and examine and negotiate export documents along with excellent customer service. I ensure that all transaction processing is in compliance with regulatory and Bank's policies, procedures and standards with prompt intervention to resolve problems/concern area. Besides, I produce quality and timely reports for the consumption of internal and external stakeholders as required. I understand the value in time & energy management and clear communication, and I'm great at working with teams to get projects done right.

My adaptability allows me to work in many different environments, in addition to speaking with people from various backgrounds. I am looking forward to taking on this new position.

Thank you for your time. I look forward to hearing from you soon.

Sincerely,

Binyam Yeshtila