

September 22. 2021

**Development Bank of Ethiopia**  
**Placement Team**  
**Addis Ababa**

**Subject:- Application Division Head External Fund & Credit Management directorate**

*Dear Sir*

*I am writing to you express my interest in the **Division Head External Fund & Credit Management directorate** post at head office, which I saw advertised on dbe website on September 20, 2021.*

*I have a diploma in Accounting from Entoto Technical collage on August 8, 1999 G.C. I was graduated from Unity University with BA Degree in accounting July 19, 2008 G.C. and also I was graduated from Alefa Unversty Master of Business administration ( MBA ) on August 21, 2019 G.C.*

*Regarding work experience Nineteen years work experience in three different originations*

- *IN SFPI Micro Finance Institution as Finical accountant for Seven years*
- *Child Fund International NGO as Project Accountant for Four years.*
- *In DBE As a senior Accountant for three years in Finance and Accounts Management Directorate, Three years in External Fund and Credit Management Directorate as Team Manager monitoring and evaluation for three years currently Team Manager in south addis ababa branch for two years.*

*I write this Application letter because of the great Interest and I have high motivation to work with my full capacity work experience and relevant educational back ground development of the bank current organizational structure success the achievement of the Bank's vision, mission, and strategic objectives in compliance with the Bank's current business model and the world class of the bank.*

The Division head External Fund & Credit management duty and responsible over all administers external credit lines; trust funds, and guarantee funds. It administers different projects and programs by mobilizing resources from different sources. The Division head also undertakes project follow-ups and loan collections based on the new organizational structure that is more compatible with the bank's vision, missions, and reform plan. a new structure so that the credit facility of the Bank is easily accessed, transparency and accountability are instituted, and efficient credit service. In addition the division head task it is responsible for managing projects and programs targeting the rural sector/community and Micro Finance both urban and rural area in Ethiopia. I am hard working & willing to help any kind of jobs under External Fund and Credit Management Directorate as team work to effetely done this select from other. I believe that both my education background & work experience will make me the right person for the position. And also had three years' work experience as Team Manager Monitoring and Evaluation under External Fund & Credit management directorate.

Sincerely yours

Melaku Ekubemichale  
0911 48 95 06