

September 22, 2021

Development Bank of Ethiopia
Placement Team
Addis Ababa

Subject:- Application Manger Follow up Team for South Addis Branch A

Dear Sir

*I am writing to you express my interest in the **Manger Follow up Team for Branch for the post of at South Addis Branch**, which I saw advertised on dba 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 Unversity 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 Nine 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.

Manger Follow up is responsible for regular monitoring and follow up team responsible for the proper execution of project implementation and ensures loan collection timely. It hands all loan disbursement and project implementation tasks. It is also responsible for regularly monitoring, following-up, diagnosing the status of the project under implementation or projects commissioned, identifying problems, recommending appropriate recommendations timely, and following up the implementation of recommended ways of forwards. 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.

I am hard working & willing to help any kind of jobs under Branch A as team work to effetely done this is select from other. I believe that both my education background & work experience will make me the right person for the position. And also had Five years' work experience as Team Manager three years monitoring and evaluation in external fund credit management directorate and Two years and three months as team manager in South Addis ababa Branch.

Sincerely yours

Melaku Ekubemichale 0911 48 95 06