

Contact Address: Telephone No. 1
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To: Development Bank of Ethiopia
Dear Sir,

Subject: Application for the position of Branch Manager, Burayou Branch

I am Jira Abdissa working under Treasury and Fund management Director. I wrote this letter of intention in reference to the internal vacancy new organizational structure and employee re-deployment for managerial positions. I am highly interested in managerial role as a **grade-B branch manager on Burayou Branch** which is relevant to my previous managerial role and my master degree education, by considering my accomplishment and managerial experience. Here in Development Bank of Ethiopia I worked for six years that gave me to know the DBEs high-quality working principle, vision and propose. If I have given the position I use my maximum potential and strive to work toward the achievement of DBEs mission, objective and goals.

I have BA in Accounting, MBA in non-profit corporate management from academic excellence ministry at Addis Ababa and MA degree in procurement and Asset Management from Ethiopian Civil service University and Diploma in agricultural economics and rural development from Haromaya university, and PhD candidate(doctor of philosophy in economical) from Aberdeen University, USA.

I have experience as **Division Head, Fund and treasury management** division, when I was in Cooperative Bank of Oromia for three years, **Division head-Shareholders account management** when I was in Oromia International Bank for three years. I have experience as **Manager-Human resource at Action on Poverty (AOP)**, in Oromia cooperative Promotion Office on the position of Rural Financial Intermediary Program (RUFIP) **as Coordinator and Administrator** for one year, and In Addis Ababa City administration organizing and restructuring project at the position of **Head- Administration and Finance**. I had been working in ministry of agriculture and rural cooperative development on various positions. In general I have **20 years** of experience; out which **12-years** of banking experience (**6-years** in banking on managerial position and **6-years** a senior officer in DBE Treasury and Fund management Director).

Thank you for your time and consideration

Best regards,

Jira Abdissa Feyissa

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