

TO: Human Resource Management Directorate

Development Bank of Ethiopia

Addis Ababa

Subject: - Application for vacancy

I am writing this promotion request letter in response to internal vacancy announcement the recent day from my current role of senior loan officer to the open role of **Manager, Follow-up, SME cluster on Job Grade 13**. I have MA in development study following my first, Bachelor degree in Cooperative Business Management.

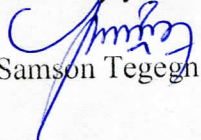
As it known, development Bank of Ethiopia is one of the two state-owned banks entrusted with the objectives of medium and long-term financing of development projects in government priority area. If promoted as Manager, Follow-up, SME in Addis Ababa District, South Addis Branch I will lead the team to effectively conduct regular monitoring and follows up of all SMEs financed and administered by the Branch office and undertaking overall on-site and off-site follow-ups of the projects.

My vision as Manager, Follow-up, SME, is to make one of the successful and exemplary team Implementation of complete tasks based on priority and deadlines, development of teamwork and commitment. As one of the responsible staff member support the change process of the bank by fighting corruption, and redaction of NPLs ratio as an acceptable rate.

To stand out of the crowd, I have total of 11 years' work experience, of this more than 4 years' experience in supervisors' position in Ethiopian Commodity Exchange and more than 5 years' in Senior Loan Officer; this is therefore, and I believe I possess the necessary experience and qualification for this placement.

Thank you for the time you have taken to review my application.

Sincerely yours,


Samson Tegegn