

To- Development Bank of Ethiopia's placement committee

From: - Mekonnen Tessema:-Sr. Human resource officer at Addis Ababa District

Application position 3: Manager Property Administration Team Manager

Place of work: Corporate Service- Manager Property Administration Team, Facility Management
.Directorate

After many years of working directly on administrative and managerial positions in the bank, I am seeking to leverage my fertile experience and knowledge in newly posted vacant position in our bank namely: - **Manager Property Administration Team Manager**. For this reason, I am excited to work on the position utilizing all my skills for more result so that I would like to be considered as a strong candidate. This is because; I have equipped with much more experiences in administrative and managerial positions since December 1986 still now in the bank. Now I am also applying for the above new position not without vision. In this regard, I have a dream to secure 100% of administrative of the bank as per directives of NBE, credit policy and procedures of DBE. To conclude:-I am understanding every detail of the bank administrative position because of fertile experience in the bank. Hence, I would support reform activities of the bank by identifying problem area especially on administrative position to contribute to the success of the bank's financed projects.

Sincerely,

Mekonnen Tessema