

## **APPLICATION LETTER**

APPLICANT: -Smegnew Asefa

Address: Addis Ababa

E-mail: [smegnewasefa17@gmail.com](mailto:smegnewasefa17@gmail.com)

Phone No: +2519 68369588

+2519 18081106

To: \_\_\_\_\_

**Subject:** Job application for external vacancy

Position: \_\_\_\_\_

Dear Mr./Ms.

With reference to your vacancy announcement, I have honor to apply the post in the position of under \_\_\_\_\_. I feel confident hat to possess the required qualification and down the following facts for your kind consideration. As I have mentioned it on the CV, I have B.Sc. on Computer Science with achievement of CGPA **3.85**and Exit exam **60%** with grade **A<sup>+</sup>** in project.

I adhere to work ethically and effectively interact with people across all level of the organization based on its interest. Additionally, I'm self - motivated, diligent, flexible and proactive to the dynamics changing of the glob that makes me a prime candidate for the position. I will be valuable asset to your company and will use this opportunity and further the development of my knowledge and skills. I hope that on consideration of my CV, you will be convinced of my potential to perform well and to make a real contribution as per your company interest.

**Yours faithfully.**

**Smegnew Asefa**

## **CURRICULUM VITAE (CV)**

### **1. Personal Information**

Full name..... Smegnew Asefa Nurlign  
Age ..... 26

Place of birth .... Gojjam , Ethiopia  
Date of birth.....MAY 16, 1990E.C  
Sex ..... Male  
Nationality ..... Ethiopian  
Marital status.....Single

## **2. Educational Backgrounds**

ACADEMIC YEAR (E.C)	SCHOOL/INSTITUTION	PLACE	FIELD OF STUDY	CERTIFICATE
20012-2015	Gambella University	Gambella	Higher level/university	B.Sc. in Computer Science
2010-2011	Merawi secondary and Preparatory School	merawi	11-12	EUEEC
2008-2009	Birakat Secondary and Preparatory School	birakat	9 – 10	EGSEC
2000-2007	Birakat Primary School	birakat	1 – 8	PSLC

## **3. Qualifications**

- B.Sc. in Computer Science

## **4. Language Skills**

Languages	Reading	Speaking	Writing	Listening

English Language	Excellent	Excellent	Excellent	Excellent
Amharic Language	Excellent	Excellent	Excellent	Excellent

## **5. Project Experience**

- **During internship** – “Computer network installation” in University of **DEBREMARKOS** ICT Center.
- **B.Sc. Project**– “Online Teacher Transfer Management System in case of Gambella Education Bureau” and also, I have got grade A<sup>+</sup> in the project.

## **6. Interpersonal Proficiency**

- **Communication:** Having good communication and interpersonal regardless of gender, race, tradition and culture.
- **Self-motivate:** Highly motivated in work organization in all terms.
- **Creativity:** Convergent and divergent.
- **Social cohesion:** Friendliness, hardworking independently or in terms, tolerance, and compassion.
- **Responsibility:** Punctual, accountability and transparency.

- **Diversity:** Recognition and sincerity.

## **7. Working Experience and Awards**

- Two months Internship experience in University of DEBREMARKOS ICT Center.
- Experience in Entrepreneurship and Business development training.

## **8. Hobbies and Skills**

- Reading books
- Conducting training
- Watching Movies

## **9. Reference**

- Gambella University  
Phone No: +251475511923  
P.O.Box: 126
- Mr. Eyoas Atinifu (M.Sc.) Instructor in Computer Science Department, Gambella University  
Phone No: +251924010204
- Mr. Takele Adimasu (M.Sc.)  
Department Head of Computer Science, Gambella University  
Phone No: +2519-10-11-77-59  
E-mail: [takeleadimasu99@gmail.com](mailto:takeleadimasu99@gmail.com)

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 Federal Democratic Republic of Ethiopia  
 የአማራር ሚኒስቴር ክፍል መግቢት  
 ፕሮግራም ቤት  
 Amhara National Regional State  
 Education Bureau

**የመጀመሪያ ደረሰኝ ትምህር ማጠናቀሻ ጥወካር ወረቀት**  
**Primary School Leaving Certificate**

የተ ተጨማሪ አምስት ዘመን \_\_\_\_\_  
 የሁሉም ተጨማሪ አምስት ዘመን \_\_\_\_\_  
 የመጀመሪያ ደረሰኝ ዘመን \_\_\_\_\_

የመጀመሪያ ደረሰኝ ዘመን \_\_\_\_\_  
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 የመጀመሪያ ደረሰኝ ዘመን \_\_\_\_\_

Day program for the 1<sup>st</sup> time \_\_\_\_\_, 2<sup>nd</sup> time \_\_\_\_\_.  
 Night program for the 1<sup>st</sup> time \_\_\_\_\_, 2<sup>nd</sup> time \_\_\_\_\_.  
 Private \_\_\_\_\_

Name SMEGNEW ASEFA NURLIN  
 Age 16 Sex M Reg. No. 52991

at Biraka + school in W/ Geziam zone took the

primary school leaving certificate examination in 2007 E.C. and scored an average mark of 78 %,  
97.83 percentile. He/She is Promoted to Grade Nine.

**NO. 81 -**  
Zewdu Geleie Feleke  
 P. 49 T. 88 L. 107

Examination affairs  
Implementer

Note:- Erasers, alterations or absence of the photo invalidates this certificate.  
Put "X" to indicate whether the candidate is day or night or private.

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Seal

AMHARA NATIONAL REGIONAL STATE  
EDUCATION BUREAU  
TRANSCRIPT

SCHOOL BRAKAT SECONDARY SCHOOL  
WOREDA MECAH ZONE W/GOJAM

TEL.NO. \_\_\_\_\_ P.O.BOX \_\_\_\_\_ FAX \_\_\_\_\_

NAME OF THE STUDENT SIMIONEW ASSEFA MURICHI SEX M AGE 16

DATE OF ADMISSION 2008 E.C. DATE OF LEAVING 24/11/09 E.C.



No.	SUBJECT	GRADE 9 SEC. G YEAR 2008			GRADE 10 SEC. H YEAR 2009		
		SEMESTER		AVG	SEMESTER		AVG
1	AMHARIC	92	96	94	88	78	83
2	ENGLISH	92	92	92	91	76	83.5
3	MATHEMATICS	95	91	93	96	90	93
4	PHYSICS	97	87	92	79	88	83.5
5	CHEMISTRY	99	100	99.5	95	84	90.5
6	BIOLOGY	99	98	98.5	89	96	92.5
7	GEOGRAPHY	100	100	100	100	94	93
8	HISTORY	100	97	98.5	98	81	89.5
9	CIVIC & ETHICAL Educ.	88	73	80.5	94	92	93
10	H.P. EDUCATION	95	87	91	94	97	91.5
11	L.C.T	91	93	92	96	94	95
	TOTAL	1048	1014	1031	1020	970	991
	AVERAGE	95.27	92.18	93.72	92.71	88.18	90.45
	RANK	3	3	3	2	2	2
	CONDUCT	A	A	A	A	A	A

1. This Transcript is prepared by Alemsetay Sign [Signature] Date 21/11/09  
 2. The student's Academic record shows that he/she completed Grade 10th

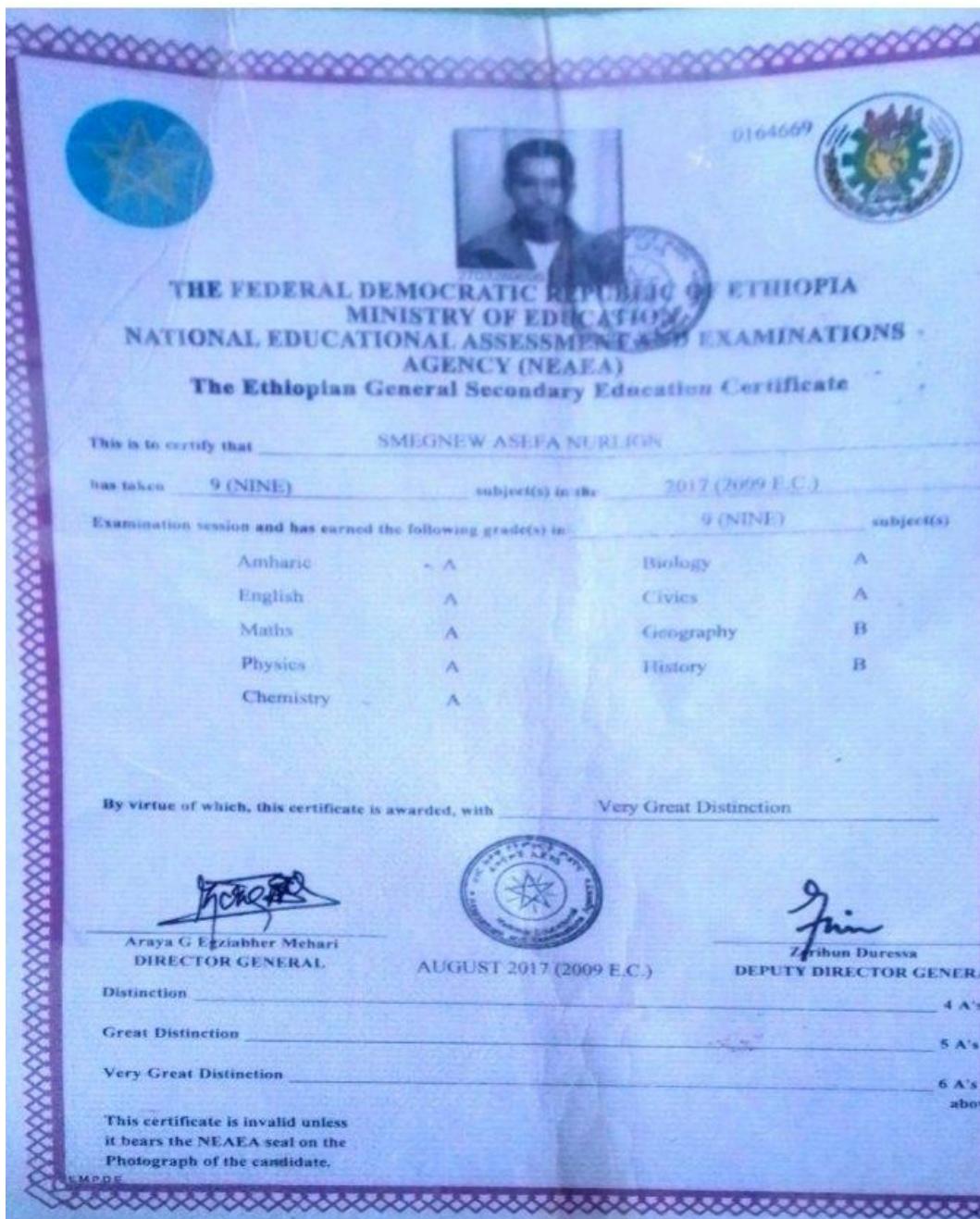
3. Director's Name Mesew Assefo Sign [Signature] Date 24/11/09

N/B This Transcript is valid only when it has no alteration erasures & bears the school seal of the school on the photograph.



BRAKAT SECONDARY SCHOOL, MECHA, W/GOJAM, AMHARA, ERITREA





**AMHARA NATIONAL REGIONAL STATE**  
**BUREAU OF EDUCATION**  
**TRANSCRIPT**

Ser.No. B 2987464

**SCHOOL MERAWI PREPARATORY SCHOOL**  
**WEREDA MECHA ZONE W/ GOJAM**  
**TEL.NO 0583300178 P.O.BOX 10 FAX 0583300518**

**NAME OF STUDENT** Simegnew Assefa **SEX** M **AGE** 17

**DATE OF ADMISSION** 2010 **E.C. DATE OF LEAVING** 2011 **SEC** 2

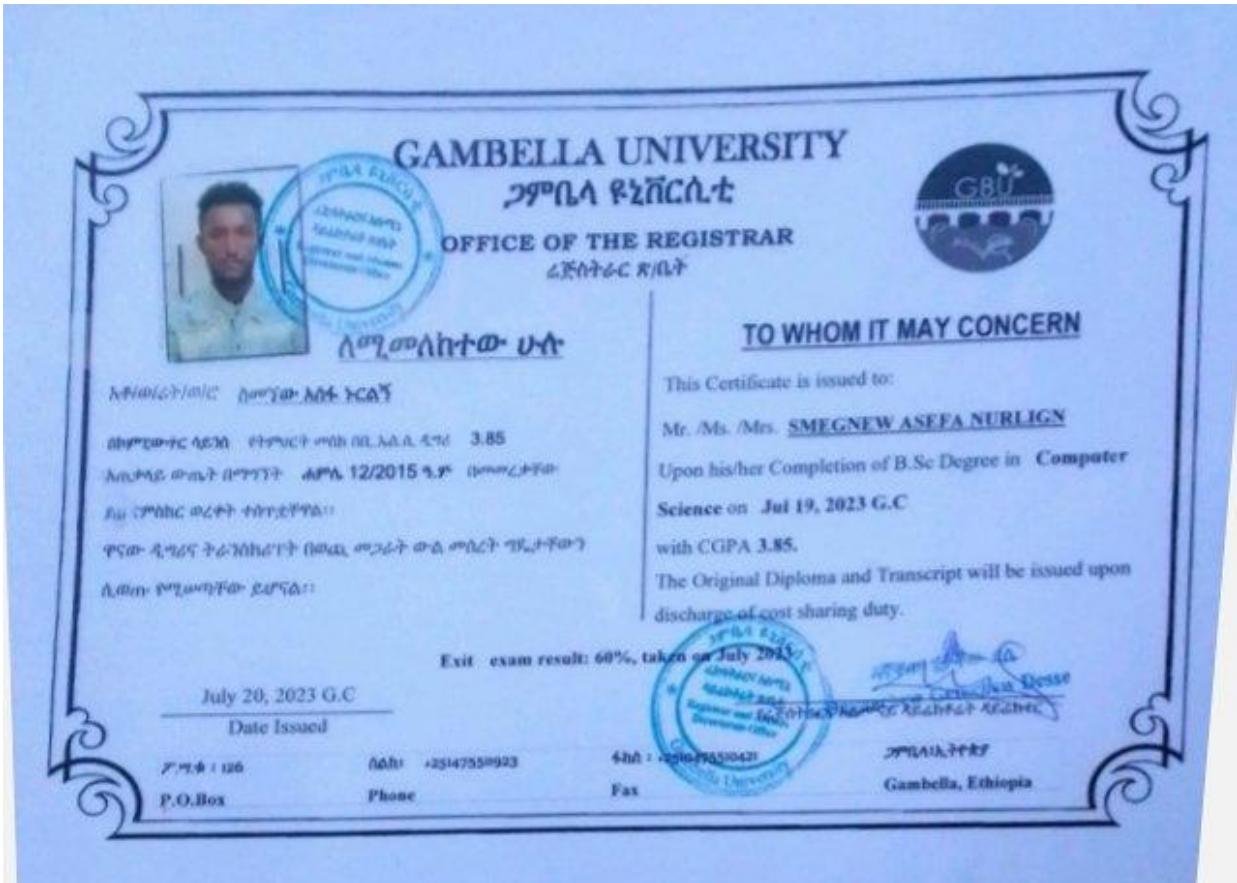
SUBJECT	GRADE 11 SEC <u>2</u>			GRADE 12 SEC <u>2</u>			REMARKS
	YEAR <u>2010</u>			YEAR <u>2011</u>			
	SEMESTER			SEMESTER			
1 AMHARIC	I	II	AVE.	I	II	AVE.	
2 ENGLISH	87	88	88	84	77	80.5	
3 MATHEMATICS	87	81	85	71	67	70	
4 PHYSICS	82	92	83	80	73	86.5	
5 CHEMISTRY	81	83	86	76	74	80	
6 BIOLOGY	88	88	84	82	82	87	
7 GEOGRAPHY	87	91	82	77	71	78	
8 HISTORY	S	S	S	S	S	S	
9 CIVIC & ETHICAL	88	96	92	84	86	87.5	
10 ECONOMICS	S	S	S	S	S	S	
11 GEN.BUSSINESS	S	S	S	S	S	S	
12 INFO.TECH	81	85	82	84	80	82.5	
13 HP.EDUCATION	86	90	83	83	86	89.5	
14 TECH.DRAWING	64	76	70	76	82	78	
<b>TOTAL</b>	<b>876</b>	<b>886</b>	<b>886</b>	<b>858</b>	<b>803</b>	<b>834</b>	
<b>AVERAGE</b>	<b>87.6</b>	<b>89.0</b>	<b>88.6</b>	<b>85.8</b>	<b>80.3</b>	<b>83.4</b>	
<b>RANK</b>	<b>-</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>2</b>	
<b>CONDUCT</b>							

The student's academic record shows he/she has Completed Grade 11 in 2010

Record Officer's name \_\_\_\_\_ Director's Name \_\_\_\_\_  
Sign \_\_\_\_\_ Sign \_\_\_\_\_

School Seal

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Date: 14/11/2015

TO WHOM IT MAY CONCERN

Dear Sir/Madam

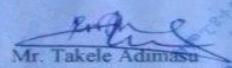
It gives me immense pleasure to be writing this recommendation, to support Smegnew Asefa in your organization or company. I have known Student for 4 years, while he was a bachelor's student enrolled in the computer science department at the Gambella University. As per my observations, he is sincere and has a sharp and inquisitive mind. I have great confidence that he will be an excellent fit in different organization and companies if he got the opportunities.

He has maintained excellent and consistent academic grades throughout his bachelors'. Besides academics, He took an active interest in various intercollegiate competitions. His creative bend of mind and interest in developing new applications are apparent, even in brief interactions with him. His sincerity and ability to work as part of a team well complement his academic and different abilities.

Throughout his bachelor's career, whenever I interacted with Student, I was struck by the intellectual quality of our discussions as well as his eagerness to help his peers in any matter. I fully expect him to carry forward these very desirable qualities into all his future endeavors.

I have the utmost confidence that he will become a successful and valuable member of your organization or companies. I wish him luck in all his future endeavors. I would be happy to provide any further information about Student, if required.

With regards,

  
Mr. Takele Adimasu

Head of Computer Science Department  
Gambella University  
Email: takeleadimasu99@gmail.com  
Phone: +251910117759