Date: - \_\_\_\_\_\_\_\_\_\_\_

Name: - Alembju Assefa Gudisa

Phone: - 0913 84 50 70/0913 62 98 13

E-mail: - [alemb](mailto:alemb)845070@gmail.com / [alembju@gmail.com](mailto:alembju@gmail.com)

# **To: \_\_\_\_\_\_\_\_\_**

## I am writing to express my interest in the position of **ICT Coordinator**– Marketing advertised in the Websit.

I graduated from Jimma university in Computer Science on BA degree. Also, I certified on both A+ computer Maintenance for Computer maintenance and Networking and Cisco Networking Academy for all Modules.

If you hire me, it will be a great platform to showcase my skills. Whatever goals I set, I ensure to complete them within stipulated time. I am knee to work for an ambitious company such as yours.

Thank you for your time and consideration, I look forward to your response.

You can contact me by the address attached in.

You’re sincerely

Alembju Assefa

**Curriculum Vitea**

**Personal information**

Name **Alemnju Assefa**

Gender Male

Date of birth 1980 E.C

Marital status Unmarried

Nationality Ethiopian

Current address Addis Ababa

Contact address [*alem845070@gmail.com*](mailto:alem845070@gmail.com)

[*alembju@gmail.com*](mailto:abigiget0101@yahoo.com)

0913845070/0913629813

**Education**

**Elementary**

* **1988- 1990E.C adya K.G and Primary school(1st-3rd)**
* **1991-1993E.C berehanena selam primary school(4th- 6th )**
* **1994-1995E.C yekatit 23 primary school(7th-8th)**

**Secondary**

* **1996-1997E.C kolfe comprehensive secondary school(9th-10th)**
* **1998-1999E.C Addis ketema preparatory school (11th-12th)**

**Higher Education**

* **2000-2002 JIMMA UNIVERSITY BSC DEGREE COMPUTER SCIENCE**
* **2008-2012 ADDIS ABABA SCHOOL OF COMMRCE BA ACCOUNTING AND FINANCE**

**Certificates**

* Cisco Networking Academy (2018 – 2019 G.C )

*Module 1,2,3 and 4*

* Award of Oracle Academy (09/2018 – 04/2019 G.C)

*Database Programing with SQL*

**Work Experience**

* **ICT Techer in Delachen Preparatory school from 2004-2009**
* **System Administrator in Ethiopia Federal Police from 2010-2011**
* **Software Developer in Ethiopia Maritime Affairs from 2011-2012**
* **Currently as ICT Coordinator in Asham TV**

**Skills**

* Strong ability to observe and understand new things quickly and excellent problem solving ability.
* Well skilled in computer programs and developing webs.
* Ability to establish good communication and effective working relationship with people at all levels.
* Extensive knowledge on computer utilization skill (Microsoft word, Java Script, Adobe Photoshop…)
* Languages

Amharic *(Full Professional Proficiency)*

English *(Full Professional Proficiency)*

**Interests**

In my spare time I enjoy reading books and playing computer games which require problem solving skill. Also I have a major interest on searching recent technology innovations from different sites.

**References**

**MS. Adanech Lema**

*Contact:* [*alem845070@gmail.com*](mailto:alem845070@gmail.com)

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**Ms. Ayenalem Assefa**

*Contact:* [*alembju@gmail.com*](mailto:alembju@gmail.com)

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