

Application Letter

Name:

Yibeltal Getnet Biresaw

Mobile+251934166180

E

mail :yibesilenat1988@gmail.com

Address:East

Gojjam Amhara Ethiopia

Date: / /2015

TO:

Please regard this as an **application letter** for vacancy position as Managment in your organization. I am writing to express my eager interest in your organization and as I appear to be a perfect match for the position, I am gladly applying for the vacancy. I believe that my basic knowledge, skills and enough potential that can greatly enhance your companies already impressive performance. I am graduated in Managment from Tana Haik college on August 17, 2013 E.C.If I am given the opportunity to be employed I will be an important worker of your organization and I would be trying my best towards the progress and success of your organization by fulfills the duties and responsibilities of my profession. So I am kindly resume for your review. It will describe my detailed skills and academic degree. I hope to that I get chance to meet you for interview session.Do not hesitate to contact me at (+251934166180) or send information in to my email account. Thank you in advance for your time and considering my application. Hope to hear the best from you.

Yours

sincerely,

Signature_Yibeltal

Curriculum vitae (CV)

1 . Personal Information

Full Name

Yibeltal Getnet Biresaw

Sex.....male

Age.....26

Place of Birth..... Amhara,Ethiopia

Date of Birth.....

.....1988E.C

Health.....Normal

Marital Status.....Single

Address/Phone Number.....+25134166180

University.....Tana Haik College

Year Of Study.....Three Years

Region.....Amhara

Nationality.....Ethiopia

2. Education Back Ground

From1 -8.....Felege Birihan primary

School(1996_2003E.c)

From 9-10.....Felege Birihan Secondary

School(2004_2005E.c)

From 11-12.....Bahiregyorigs

preparatory School(2006_2007E.c)

Higher Education Tana Haik college

(2011_2013E.c)

3. Language Skill

Language	Speaking	Writing	Reading	Listening
English	Excellent	Excellent	Excellent	Excellent
Amharic	Excellent	Excellent	Excellent	Excellent

4. Computer Skills

I'm well-versed in Basic Computer Skills and Internet Application.

5. Qualification

I have BA in Management at Tana Haik College with CGPA 3.90

6. Hobbies

Reading books, searching website, Helping People, Participating In Decision Making By Discussing With Others, Working With Computers and Etc.