



### **APPLICATION LETTER**

Date<u>:</u>.....

Name	Address	Email	Qualification
Bikila Dessu Wendimu	0917736695	biqilaadassu@gmail.com	B.sc degree in
	0703736695		Electrical and
			computer engineering
			with industrial
			control stream.

#### To<u>:</u>..... Subject: <u>Application for the post</u>

#### Position:.....

I am applying this letter for seeking a job in the field related to **Electrical and Computer Engineering with an Industrial control** stream. I am pleased to working in your organization. I graduated in Electrical and Computer Engineering with a B.sc degree at **Jimma University** in regularprogramin2016 G.C. I would like to work in the position of your organization vacancies since it is fit for me. I am very anxious to finally secure employment and I hope you will look favorably on my application.

I have enclosed here my curriculum vitae and other testimonies (a copy of my certificate from the Cisco networking academy on IT essentials training and Get Connected course) on what understand what my performance look like. If you consider that I am a suitable applicant for your vacancies, I would be happy to come for an exam and an interview at any time. Please see my resume for additional information on my experience. I can be reached anytime via my cell phone and-mail, 0917736695, 0703736695 (biqilaadassu@gmail.com). Hopefully, I will be one of your good choices. Thank you for your time and consideration. I look forward to speaking with you about this employment opportunity.

I to hear from you soon, I have attached copies of my academic degree and curriculum vitae together.

Sincerely yours.

Bikila Dessu Wendimu

Signature



#### 1. PERSONAL DETAILS

≻ Name	Bikila DessuWendimu
≻ Age	30
≻ Sex	Male
<sup>≻</sup> Place of birth	Jimma Rare, Oromia, Ethiopia
<sup>≻</sup> Date of birth	August26,1983E.C
► Nationality	Ethiopia
≻ Region	Oromia
▹ Health condition	Mentally and physically healthy
≻ Address	Addis Abeba, Ethiopia
≻ Self-phone	0917736695, 0703736695
≻ E-mail	biqilaadassu@gmail.com

### 2. EDUCATINALBACKGROUND:

Engineering with				
Completion of Bachelor degree in Electrical and Computer Engineering withCompletion of preparatory school In Wayu (11 <sup>th</sup> -12 <sup>th</sup> )Completion of high school in Gedo secondary school (9 <sup>th</sup> -10 <sup>th</sup> )Completion of Primary school in Goben primary The school (1 <sup>st</sup> -8 <sup>th</sup> )	2012-June28 <sup>th</sup> 2016	2010-2011G.C	2008-2009G.C	2000-2007G.C
Bachelor degree in Electrical and Computer Engineering withpreparatory school In Wayu (11 <sup>th</sup> -12 <sup>th</sup> )school in Gedo secondary school (9 <sup>th</sup> -10 <sup>th</sup> )Primary school in Goben primary The school (1 <sup>st</sup> -8 <sup>th</sup> )	G.C			
stream, fromJimma University, Jimma Institute of Technology(JiT)	Bachelor degree in Electrical and Computer Engineering with industrial control stream, fromJimma University, Jimma Institute of	preparatory school	school in Gedo secondary school	Primary school in

### 3. <u>OUALIFICATION:</u> B.sc degree in Electrical land computer Engineering with industrial control stream with CGPA 3.08 out of 4.00

# 4. SPECIAL SKILLS:

- Motor rewinding
- Electrical installation
- ▶ Computer maintenance and network installation
- ▶ Programming languages: Assembly, C/C++, java(OOP), Arduino and MATLAB.
- Simulation software: Simulink and Proteus.
- Excellent interface with Computer, MSOffice(Excel, word, access, power point database) and Internet.
- Excellent Interface with control systems, Robots, and PLC.

Professional Experience and knowledge in LAN/WLAN

Working knowledge of PHP or other scripting languages will be an added advantage.





#### **LANGUAGE SKILLS:**

Languages	speaking	Writing	Reading	listening
English	Good	Good	Good	Good
Amharic	Good	Good	Good	Good
Afan Oromo	Excellent	Excellent	Excellent	Excellent

#### **OTHER SKILLS:**

- Well-mannered, hardworking, cooperative, led by the result of the work, and a sociable person
- ▶ Well-hearted to share my experience with others i.e. teamwork.
- Discharge my responsibilities to the best of my profession, if I am given a chance to work.

A person with higher affinity on scientific knowledge as well as the social and the cultural knowledge of the livelihood makeup or rural communities.

Interpersonal communications, building coherent innovation and conflict management.

#### **ADDITIONAL CERTIFICATES:**

- I have a certificate in CISCO networking academic program (*IT* essential and Get Connected course ).
- I have a certificate in Sebeta polytechnic college(*Information Technology Supporting service(ITSS) level-II with COC*)

#### 2. WORK EXPERIENCE:

Name of company	Duration	Location	position
	4 months	H/G/W zone	≻ Workshop
▶ Finchaa		, Finchaa	<sup>≻</sup> Control
Sugar factor			systems
			<sup>►</sup> Electrical installation
	6 months	Jimma university	▹ Internal
<sup>≻</sup> CISCO			Computer with
Networking			networking systems
academy			<sup>►</sup> Computer maintenance
City government Addis	January 9, 2017 up	Addis Abeba	➢ IT Officer
Abeba TVET Agency	to September 5, 2020		
Gofa Technical	-		
&Vocational Education			
and Training Institute.			





### **PROJECT EXPERIENCE:**

- Community based on training program(CBTP)project(1<sup>st</sup>year-4<sup>th</sup>year)at Jimma University.
- Mini project on smart egg incubator
- Final year project on railway track security system using GSM and Gate control.

# **HOPPY, INTEREST OR ACTIVITIES:**

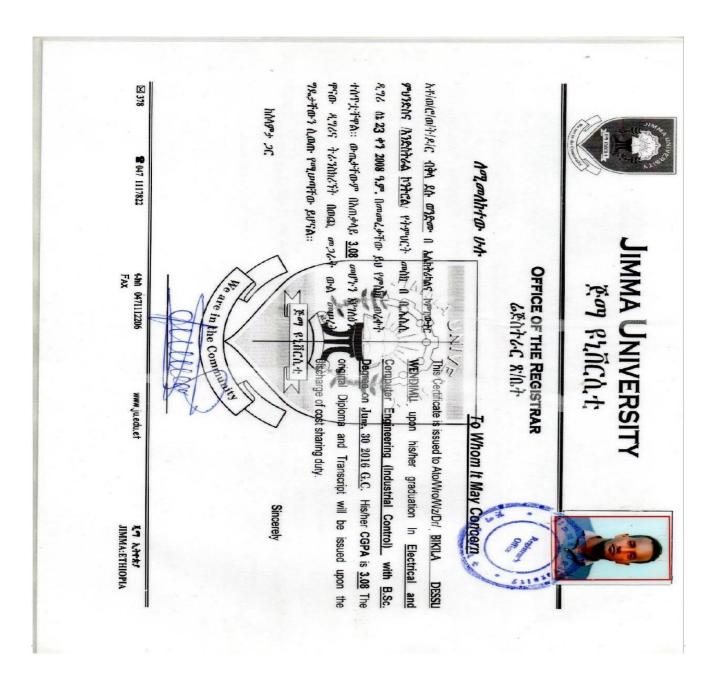
- ▶ Reading books and scientific journals.
- ▹ Satisfaction on best outcome after hard work and agreement.
- ▶ Understanding the secret of nature.
- Referring to different websites.

**WISH:** I wish to be a skilled man in Electrical and computer engineering.

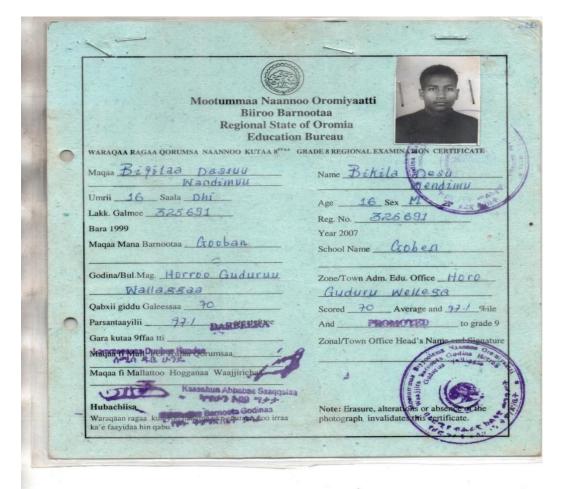
### **REFERENCE:**

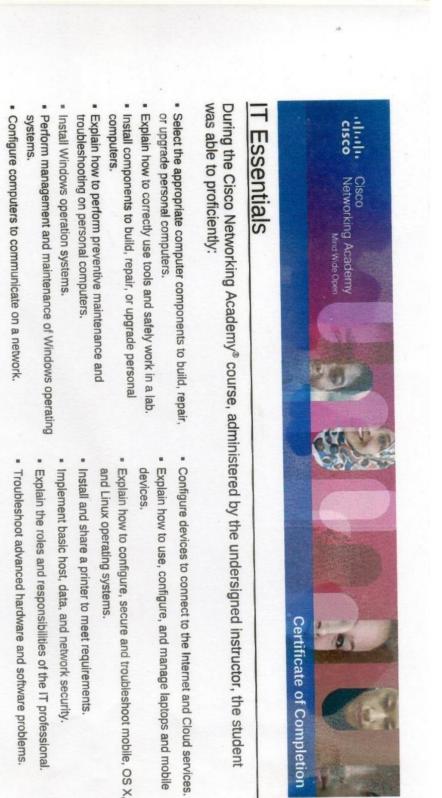
- Mr. Mohamed Ahmed: chair holder industrial control stream at School of electrical and computer engineering at Jimma University
- Address: Jimma, Ethiopia
- E-mail:moha64310@gmail.com Cell phone:+251926765606

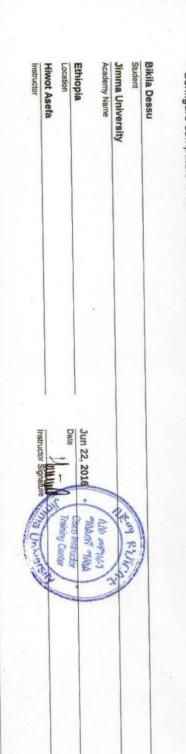
























#### Jimma Institute of Technology(JiT)



JIMMA UNIVERSITY

በአዲስ አበባ ከተማ አስተዳደር ቴክኒክ እና ሙያ ትምህርትና ሥልጠና ኤጀንሲ የንፋ ቴክኒክና ሙያ ትምህርት እና ስልጠና ተቋም City Government of Addis Ababa TVET Agency Gofa Technical & Vocational Education & Training Institute.



ቀን፡- 13/01/2014 ዓ.ም ቁጥር፡- 0184/ንፋ/14

#### <u>የሥራ የምስክር ወረቀት</u> Work certificate

ስም፡- አቶ ቢቂሳ ደሱ ወንድሙ

Name: Bikila Dessu Wondimu

በድርጅቱ ሥራ የተቀጠሩበት ቀን፡- 01/05/2009 ዓ.ም

Date of Employment:

ክድርጅቱ ሥራ የስቀቁበት ቀን፡- 30/12/2013 ዓ.ም

Date of termination from organization:

የሥራ ድርሻ፦ የኮምፒተር ባለሙያ

Job specification: IT Officer

ያገኘው የነበረው ደመወዝ፦ 3,250 (ሦስት ሺህ ሁለት መቶ አምሳ ብር)

His/Her Last Salary:

ሥራ የለቀቁበት ምክንያት፡- በራሳቸው ፍላጎት

Reason for termination of contract: On his/her request

የመንግስት ግብርና የጡረታ መዋጮ ተቀንሶ ንቢ ሆኗል።

All legal Taxes were deducted

አስተያየት፡-

አባሉ/ሏ በጎፋ ቴክኒክና ሙያ ኮሌጅ በኮምፒተር ባለሙያ መስክ ሲያገለግሉ ከቆዩ በኋላ በራሳቸው ፍላጎት ስራቸውን የስቀቁ ሲሆን በሔዱበት ቦታ ሁሉ መልካም የሥራ ጊዜ እንዲሆንላቸው እንመኛለን።

わやへやナ 26 አንድነት ወርቁ ታገኘ Andnet Worku Tagegr PS NG WALLE G/Manager

ስልክ ቁጥር፡ 0953 92 18 00 /0118 38 85 00 ፓ.ጣ.ቁ. 40398 Addis Ababa, Ethiopia አዲስ አበባ ኢንዮጵያ P.O.Box