

JOB APPLICATION FORM

I. PERSONAL INFORMATION

Your Name: DEGINET	Father Name: GETAHUN	Grand Father Name: DESSIE
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Address: Addis Ababa Zone/Woreda: AKAKI KALITY City/Town: Addis Ababa	Mobile phone number: +251911366133
	Alternative phone number: +2519
	Email: deginetgetahun11@gmail.com
	Skype:

POSITION APPLIED FOR: Finance and Admin Assistant	APPLICATION 14/04/2026	DATE:
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II. SUMMARY OF EDUCATION

1.1. Studied:

Date (start & end)	2019-2021
Institution	Rift Valley University
Qualification	MSC Degree
Field of Study	Accounting and Finance

1.2. Studied:

Date (start & end)	2014-2017
Institution	Woldia University
Qualification	BA Degree
Field of Study	Accounting and Finance

III. SUMMARY OF EMPLOYMENT HISTORY (start from the current)

2.1. Employed:

Position	Principal Card Banking Officer
Name of the Org.	Tsedey Bank S.C
Duty Station	Head Office (Addis Ababa)
Start Date (month and year G.C.)	02/01/2026
End date or current org.	Now
Reason for resignation	

2.2. Employed:

Position	Senior Card Banking Officer
Name of the Org.	Tsedey Bank S.C
Duty Station	Head Office (Addis Ababa)
Start Date (month and year G.C.)	01/04/2024
End date (month and year G.C.)	02/01/2026
Reason for resignation	Promotion

2.3. Employed:

Position	Card Management Officer
Name of the Org.	ZamzZam Bank S.C
Duty Station	Head Office (Addis Ababa)
Start Date (month and year G.C.)	16/02/2024
End date (month and year G.C.)	22/08/2022

2.4. Employed:

Position	Card Management Officer
Name of the Org.	ZamzZam Bank S.C
Duty Station	Head Office (Addis Ababa)
Start Date (month and year G.C.)	21/08/2022
End date (month and year G.C.)	21/04/2022

2.5. Employed:

Position	Junior Issuing Officer
Name of the Org.	Nib International Bank S.C
Duty Station	Head Office (Addis Ababa)

Start Date (month and year G.C.)	30/04/2022
End date (month and year G.C.)	22/08/2019

2.6. Employed:

Position	Junior Customer Service Officer
Name of the Org.	Nib International Bank S.C
Duty Station	Head Office (Addis Ababa)
Start Date (month and year G.C.)	21/08/2019
End date (month and year G.C.)	09/01/2018

2.7. Employed:

Position	Trainee Banker
Name of the Org.	Nib International Bank S.C
Duty Station	Head Office (Addis Ababa)
Start Date (month and year G.C.)	11/10/2017
End date (month and year G.C.)	08/01/2018

IV. RELEVANT SKILLS, EXPERIENCE, APTITUDES & PERSONAL QUALITIES:

(Please briefly describe in what way you believe you meet the job requirement in line with the job description and person specification for this post. Please refer to the criteria set out in the person specification.

I believe I meet the requirements for this position through my extensive professional driving experience and commitment to safe, reliable, and professional service. I have more than 17 years of experience working with international organizations and NGOs, including GIZ, USAID/PHSP, and TESFA. During this time, I have safely transported staff, visitors, and project materials while maintaining an excellent driving record.

I have strong skills in defensive driving, vehicle inspection, preventive maintenance, and maintaining accurate vehicle logbooks. I am familiar with supporting field operations, planning safe travel routes, and ensuring compliance with organizational safety and security procedures. I am also experienced in providing logistics and procurement support when required.

As a person, I am honest, dependable, respectful, and able to work effectively with people from diverse cultural backgrounds. I remain calm under pressure, communicate well, respect confidentiality, and am committed to supporting humanitarian work with professionalism and integrity. I am confident that my experience, skills, and dedication will enable me to make a positive contribution to the Finnish Refugee Council.

V. SALARY

CURRENT / LAST BASIC SALARY	EXPECTED BASIC SALARY FOR THE JOB APPLIED
64760	105000

VI. References

References			
	Referee 1	Referee 2	Referee 3
Name:	Ageru Tadele	Alemnew Shumeyie	Dr.Henk G/medhine

Organization:	GIZ	GIZ-STEP private Sector Advisor	Abt.associate .inc
Relationship:	Manager	Deputy Manager	Regional Manager
Email address:	ager.tadele@gmail.com	alexshum@giz.org	hennabt11@gmail.com
Phone number:	+251-918813023	+251-918340358	+251-911010657

NB: - All references must be from the three most recent recruiters and your relationship should be immediate managers and work related.

Finnish Refugee Council