

## Job Application Letter

**From:** Yibeltal Ebabu Dires

**Mob:** 0909634353

**Email:** [yibeltal2127@gmail.com](mailto:yibeltal2127@gmail.com)

**Date:** \_\_\_\_\_

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

Dear Sir/Madam

I would like to apply for the position of \_\_\_\_\_ in your vacancy announcement posted by your organization.

As to my educational back ground and qualification, I am graduated from Debremarkos University with **BSc Degree in Civil Engineering** with CGPA of **3.73**. I am eager and passionate to be employed in your organization. To the best, I am quite ready to apply my theoretical, practical knowledge as well as work experience I gained from my study in the university and other organizations & knowledge centers to your company. I assure you that I am highly dedicated and self-initiated for any type of job that I am assigned by the organization.

I fill sure to be your best candidate and I am available for an interview session and any other evaluation at any time convenient to you.

The detail for the necessary information can be obtained from the curriculum vitae (CV).

Thank you for spending your time to go through my application letter.

Sincerely Yours,



Yibeltal Ebabu Dires

**Enclosed:** Please find it enclosed here with 2 pages of my CV and 24 pages of references.

PERSONAL INFORMATION

**DIRES, Yibeltal Ebabu**

Addis Ababa, Ethiopia

+251909634353

[yibeltal2127@gmail.com](mailto:yibeltal2127@gmail.com)

Sex Male | Date of birth 20 May 1995 | Nationality Ethiopian

WORK EXPERIENCE

November 2021 - Present

**Structural Engineering Software Trainer**

Mesenbet Tesfaye, Addis Ababa, Ethiopia

Manager of the Company

- ✓ Providing various structural engineering softwares training to the company trainee's and different sectors including ArchiCAD, Revit, ETABS, SAP, SAFE, AutoCAD Civil 3D...
- ✓ Preparing Structural Engineering Software training manuals as per the standard of ESEN 2015

[Eagle Language, Computer and Engineering Software Training Institute](#)

[Related document\(s\): Appreciation and Participation Certificates.pdf](#)

August 2018 - September 2021

**Structural Engineer**

Elias Abitie, Addis Ababa, Ethiopia

Manager of the Institute, responsibilities include:

- ✓ Preparation of BOQ and cost estimation of a project
- ✓ Familiarized and experienced structural plan & design of residential buildings and high rise commercial projects (with the help of structural analysis software's like ETABS, SAP and SAFE and with the guidance of Excel template).
- ✓ Site supervision work

[Eagle Consulting Architects & Engineers PLC](#)

March 2017 – July 2017

**Internship Program**

Nurhussien Adiss, Bahirdar, Ethiopia

Manager of the Institute, responsibilities include:

- ✓ Familiarized and conceptualized with structural design (with the help of structural analysis software's like ETABS, SAP and SAFE and with the guidance of Excel template).
- ✓ Site supervision work

[Nurhussien Addis Architects and Engineers Consultant Company](#)

EDUCATION AND TRAINING

2013 – 2018

**Bachelor of science in Civil Engineering**

Debremarkos University, Debremarkos, Ethiopia

**CGPA of 3.73**

Subjects Included: Surveying I, Surveying II, Surveying III, Numerical method, Transport engineering, Highway engineering I, Highway engineering II, Fundamental design of bridge, Railway engineering and other structural & construction management courses.

[Related document\(s\): Copies of degrees and qualifications.pdf](#)

2009 – 2011

**Ethiopian General Secondary Education Certificate**

Koma Fasiledes, Gondar, Ethiopia

**4.0 /Very Great Distinction/**

PERSONAL SKILLS

Mother tongue(s)

Amharic

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	B2	B2	C1
English Language Training Completion Certificate					
Geez	C1	C2	B2	B2	C2

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2 Proficient user  
[Common European Framework of Reference for Languages](#)

**Communication skills** Excellent verbal and written communication skills both in an office environment and with external stakeholders.  
Experienced at giving presentations to large audiences.  
Good telephone manner

**Organisational / managerial skills** Excellent organisational and prioritisation skills gained through working as software team leader in Ethiopian Civil Engineering Students Association /ECESA/ Debremarkos university local unit.

**Job-related skills** Initiating new ideas, an ambitious, sociable quick learning, initiative, committed to bring change, able to handle complex and hard working conditions.

**Computer skills**

Nº	Software	Levels	Type
1	AutoCAD 2018	C1	Architectural Engineering Software
2	ArchiCAD 20	C1	
3	Rivet Structure	B2	
4	ETABS 2009	C2	Structural Engineering Software
5	SAP 2000 v14	C2	
6	SAFE v12	C2	
7	Staad Pro V8i	B2	
8	In Roads	B1	Highway Engineering Software
9	Eagle Point	C1	
10	MX-Road V8i	C2	
11	AutoCAD Civil3D 2018	C1	
12	MS-Project	C2	Project Management Software
13	Primavera , P6	C1	

Levels: A1/A2: Basic user - B1/B2: Independent user - C1/C2: Proficient user

[Software competences - Self-assessment grid](#)

- Proficient with Microsoft Office programmes,( Word™, Excel™ , PowerPoint™ and Access™);
- Also competent with graphic design applications (Adobe Illustrator™, Photo Shop™).

[Related document\(s\): Training completion certificates.pdf](#)

- Other skills**
- Participating in social works and Updating myself with new trends.
  - Software based Design works.
  - . Effective use of time.

**ADDITIONAL INFORMATION**

- Projects**
- Final year project is on Geometrical and Asphalt Pavement Design of Chirecha to Ganami road Project and gained design skills, optimization techniques and application software skills like AutoCAD Civil 3D.
  - Integrated semester based project on Structural and Geotechnical design of B+G+4 Administrative offices in Debremarkos University.

**Memberships** Member of Ethiopian Civil Engineers Association

- Certifications**
- Certified for excellent academic achievement, I stood 2<sup>nd</sup> in the 2010 E.C BSc degree regular graduating class of the Institute of technology, Debremarkos University with CGPA of 3.73.
  - Certified for voluntary services that I gave short term software trainings for class of civil engineering students in Debremarkos University.
  - Certified for extreme activity and active participation in Ethiopian Civil Engineering Student's Association, Debremarkos University local unit.
  - Certified for excellence and successful completion of short term software trainings for each items listed before and certified from different sectors for that I train/gave such alike software trainings.
- [Related document\(s\): Appreciation and Participation Certificates.pdf](#)

**ANNEXES**

- Copies of degrees and qualifications.pdf
- Experience, Appreciation and Participation Certificates.pdf
- Training completion certificates.pdf

Date: June, 28 2018 G.C



ቀን: ሰኔ 21 2010 ዓ.ም



ሥነ ምግባር ስራ ማኅተም

**ይበልጣል እባቡ ድረስ**

የሳይንስ ባችለር ዲግሪ በሲቪል ምህንድስና የትምህርት መስክ ሰኔ 21/2010 ዓ.ም በመመረቃቸው ይህ የምስክር ወረቀት ተሰጥቷቸዋል። ውጤታቸው በአጠቃላይ 3.73 መሆኑን እየገለጹን፣ ዋናው ዲግሪና ትራንስክሪፕት በወጭ መጋራት ውል መሠረት ግዴታቸውን ሲወጡ የሚሰጣቸው ይሆናል።

" ከሆላምታ ጋር "



ሰቡሞን ደገረም  
ሪከርዶ ጆሬብር

**To Whom It May Concern**

The Certificate is issued to **YIBELTAL EBABU DIRES** upon graduation with **BACHELOR OF SCIENCE DEGREE IN CIVIL ENGINEERING** field on June 28, 2018 G.C. CGPA is **3.73**. The Original Diploma and Transcript will be issued up on the discharge of Cost Sharing duty.

Sincerely

Hudegnaw (Ph D)

Registrar



Federal Democratic Republic of Ethiopia  
Ministry of Education  
Debre Markos University

የኢትዮጵያ ፌዴራላዊ ዲሞክራሲያዊ ሪፐብሊክ  
የትምህርት ሚኒስቴር  
ደብረ ማርቆስ ዩኒቨርሲቲ



0581780033 269 [www.dmu.edu.et](http://www.dmu.edu.et) <https://www.facebook.com/Debre-Markos-University>

# የወጪ ምዕራፍ

This is to certify that

YIBELTAL EABABU DIR.ES

ranked second with cumulative GPA 3.73 from the college of

INSTITUTE OF TECHNOLOGY

regular students in 2010/2018 in Debre Markos University.

Signature   
Date 23/10/2018 E.C  
Tadesse Tenaw Kassa  
Vice President for Academic Affairs

# ኤግል አማካሪ አርክቴክቶች እና መሐንዲሶች Eagle Consulting Architects & Engineers

ቁጥር: ECAE/0321/14  
Ref:  
ቀን: 24/01/2014  
Date:

## ለሚመለከተው ሁሉ

### ጉዳዩ:- የስራ ልምድና የስራ መልቀቂያ ስለመስጠት

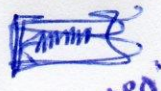
የድርጅታችን ባልደረባ የነበሩት አቶ ይበልጣል እባቡ የተባሉት ግለሰብ በድርጅታችን ውስጥ ከ ነሐሴ 12 ቀን 2010 ዓ.ም ጀምሮ እስከ መስከረም 21 ቀን 2014 ዓ.ም ድረስ በዲዛይን መምሪያ ስር በስትራቴጂካል መሐንዲሪንት በወር ደመወዝ ብር 6800 ብር (ስድስት ሺ ስምንት መቶ ብር) እየተከፈላቸው ሲያገለግሉ ከቆዩ በኋላ በገዛ ፈቃዳቸው ስራውን ለመልቀቅ ባመለከቱት መሰረት ከስራ የተሰናበቱ ሲሆን ግለሰቡ የሚፈለግባቸውን ማንኛውንም የመንግስት የስራ ግብር በአግባቡ ከደመወዛቸው ተቆርጦ ለሚመለከተው አካል ገቢ የተደረገ መሆኑን እንገልጻለን።

አቶ ይበልጣል እባቡ በስራ ላይ በነበሩበት ጊዜ ለነበራቸው ሥራ አክባሪነት፣ ታማኝነትና ቅንነት እያመሰገንን በሚሄዱበት ቦታ መልካም የስራ ዕድል እንዲገጥማቸው እየተመኘን ይህንን የስራ ልምድ እና መልቀቂያ ሰጥተናቸዋል።

### ግልባጭ:-

- ለዲዛይን መምሪያ
- ለፋይናንስ ክፍል
- ለሰው ኃይል አስተዳደር  
አዲስ አበባ



ከሰላምታ ጋር  
  
 ኤልያስ አብጤ አዮሌ  
 Elias Abitie Ayele  
 ዋና ስራ አስኪያጅ  
 General Manager

በኢትዮጵያ ፌዴራላዊ ዲሞክራሲያዊ ሪፐብሊክ  
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 ደብረ ማርቆስ ቴክኖሎጂ ኢንስቲትዩት



The Federal Democratic Republic of Ethiopia  
 Ministry of Education  
 Debre Markos University  
 Debre Markos Institute of Technology

Ref no:- D/M/U-Tecco/636/26/10

Date :- 05/07/2018

**LETTER OF RECOMMENDATION**

It is a true pleasure for me to write this letter of recommendation for **Mr. Yibeltal Ebabu Dires**, who has graduated in Civil Engineering from Debre Markos University in 2018 G.C. **Mr. Yibeltal** is, with-out question, the most outstanding student of his batch. He was a wonderful student with tremendous academic knowledge and self-discipline.

**Mr. Yibeltal's** work ethic and confidence as well as knowledge towards his discipline are very uncommon and very rare to find in many people. He is a careful and creative thinker with an eye for details and a devotion to logic, which serves him well both in the academic and outside it. Precisely enough, he is one of the most consistent and diligent forerunners among the university students in organizing seminars, offering community service and tutorials for students.

He is intelligent, inquisitive and yearns to gain an in-depth knowledge with his determination and hard work. He has shown motivation, intelligent and tenacious nature in every responsibility he is consigned. He is extremely co-operative and possesses the capacity to contribute positively while working as part of the team.

Generally, I believe that having such skills, knowledge, behavior and academic performance Mr. Yibeltal is effectively able to carry out any duty might be given in relation to his field of study. Please contact me with any question and let me know if I can provide any additional information in support of this. I wish him all success in his endeavor.

With best regards,

Abebe Tesfahun (PhD)  
 Dean of Institute of Technology, Debre Markos University  
 Tell: + 251911539420  
 Email: [abesummit@yahoo.com](mailto:abesummit@yahoo.com)



☎ 058-178-0013

Fax: 058-771-1764  
 ማልስ ሲጽፉልን አባባቢን የአኛን ቁጥር ይጥቁጡ  
 In replying Please Quote our Ref.No.

✉ 269

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 ሲቪል ምህንድስና ት/ክፍል



The Federal Democratic Republic Of Ethiopia  
 Ministry Of Education  
 Debre Markos University  
 Institute of Technology  
 Civil Engineering Department

Ref No: DMU/CENG/239/09/2010

Date: 27/10/2010 ዓ.ም

*To whom it may Concern*

**Letter of Recommendation**

I have known **Mr. Yibeltal Ebabu Dires** as a student in Civil Engineering Department, Debre Markos University, was graduated in 2010 E.C. He is an imaginative person with a good logical reasoning skill. He always tries to solve problems accurately.

**Mr. Yibeltal Ebabu Dires** has an excellent communication skill and powerful of observation. His performance in the courses I've given him was excellent.

I could state that **Mr. Yibeltal Ebabu Dires** as can be seen as an example of good student. He has an excellent sense of participation about the basics of Civil Engineering. I have no doubt that he will be a genuine and enthusiastic student, and someday a quite successful professional person.

Due to his Academic Excellence and Positive Personality, I strongly recommend you to consider his application at your University/College to pursue his second degree. I wish all the best in his future professional career.



With best regards

*Samuel Assgn  
 (Msc)*



## Eagle Language, Computer & Engineering Software Training Institute

Ref N<sup>o</sup>: ELCES007/0020/16Date: September 18, 2023

### CERTIFICATE OF SERVICE

This is to certify that Mr. Yibeltal Ebabu Dires has been working in our company Eagle Language, Computer and Engineering Software Training Institute from November 1, 2021 to September 16, 2023 in the position of **Structural Engineering Software Trainer**.

During his stay Mr. Yibeltal Ebabu has shown a remarkable potential, diligence and was very cooperative with his colleagues. He was responsible to train *AutoCAD*, *ETABS*, *SAP*, *SAFE*, *StaadPro V8i* and also *AutoCAD Civil3D*. Additionally he was delegated for preparing manuals that will guide trainees' for the analysis and design of high rise buildings.

We would like to confirm that he was earning a gross salary of ETB 11, 950.00 (Eleven Thousand Nine Hundred Fifty Birr) and transportation allowance of ETB 500.00 (Five Hundred Birr) monthly.

Relevant income tax has been deducted from his earnings and remitted to Ethiopian Revenues and Custom Authority.



Best Regards,



መሰከት ጥላላ  
የፍ.ብ. ስህተት  
Mesenbet Tesfaye  
General Manager

“We are standing for the development of our country’s Eagle-eyed technology!”

Address: Ayertena Square @ Zewditu Bldg Next to Sami Café ☎ 0912995263/0936747488

Email: eagle10my@yahoo.com







# DEBERE MARKOS UNIVERSITY STUDENTS UNION



## CERTIFICATION OF PARTICIPATION

### የምስክር ወረቀት

ለ--ደብዳቤ --ጎብቡ ድካሳ-----

TO--YIBELTAL EBABU DIRES

በደብዳቤ ግርብ ዩኒቨርሲቲ የተማሪዎች ህብረት ከ2007-2008 ዓ.ም የትምህርት ዘመን በኢትዮጵያ ሲቪል ምህንድስና ተማሪዎች ማህበር ውስጥ ገንዘብ ያዥ ሆኖ ላባሪከተው ከፍተኛ አስተዋጻኝ ሰቀጣይ ሲሆን የሚጠበቅ ሀላፊነት በትክክል እንደሚገጥሙ በማመን ይህ የምስክር ወረቀት ተሰጥቶታል።

This certificate is awarded for you the tremendous participation of Ethiopian civil engineering students Association you have made as financial office and different committees from 2007-2008 E.C

academic year .



ገብረ-ገብረ ገብረ-ገብረ  
Tishio Dires Azmeraw  
Ethiopian Higher Administrators & Students Union President  
የትምህርት ማህበር ሥልጣን ላይ



**Smart Computer and Engineering Software Training Institute**

Ref No. SCC/032/009 E.C

Date 26/02/2009E.C

**To Whom It May Concern**

It is our pleasure to certify that **Mr. Yibeltal Ebabu Dires** has been working in our company as Engineering Software instructor (**For SAP & ETABS Software**), since June 03/2008 E.C to October 12/2009 E.C in part-time base. During his stay as a computer instructor, he has been working very efficiently and support students to the best of his knowledge.

He has excellence performance, a very supportive and inclusive of students and always listened thoughtfully to the contributions of his students.

He is also self-directed person who is able to communicate effectively and meet the most demanding challenges raised by students at different conditions.

Therefore, we are highly confident that **Mr. Yibeltal Ebabu Dires** will be successful in any company he could be working for.

Wishing him all the best in his future endeavor, all the advantage and working conditions allotted to him are optimistically supported.



የኢትዮጵያ ጥምረት ስልጠና ማዘጋጀት ማኅተም ማዘጋጀት  
MAHITOT DEMELASH MESAFINT  
ጥምረት ስልጠና ማዘጋጀት ማኅተም ማዘጋጀት  
GENERAL  
ጥምረት ስልጠና ማዘጋጀት ማኅተም ማዘጋጀት



With Kind Regards

## Smart Computer and Engineering Software Training Institute

Ref No. SCC/079/010 E.C

Date 30/01/2010E.C

### To Whom It May Concern

It is our pleasure to certify that **Mr. Yibeltal Ebabu Dires** has been working in our company as Engineering Software instructor (**For MX-Road & AutoCAD Civil 3D Software**), since February 17/2009 E.C to September 28/2010 E.C in part-time base. During his stay, he has been working very efficiently and support students to the best of his knowledge.

He has excellence performance, a very supportive and inclusive of students and always listened thoughtfully to the contributions of his students.

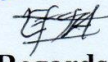
He is also self-directed person who is able to communicate effectively and meet the most demanding challenges raised by students at different conditions.

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Wishing him all the best in his future endeavor, all the advantage and working conditions allotted to him are optimistically supported.



ማኅተት ደመሳሰ መሳፍንት  
MAHITOT DEMELASH MESAFINT  
ዋና ሥራ ለስጢያ  
GENERAL MANAGER



With Kind Regards

# የምስክር ወረቀት

ለ-----ደሐሳብ ገብረ ደብረ

የኢትዮጵያ ሲቪል ምህንድስና ተማሪዎች ማህበር ደ/ማ/ዩ ሎካል ዩኒቲ ለ2008 ዓ.ም ለስራ አስፈጻሚ ኮሚቴዎች የሰጠናቸው የምስክር ወረቀት ከወትሮው በተለየ ማህበር እንዲንቀሳቀስ ያደረጉና ማህበሩም ካሉት ከኢትዮጵያ ማህበራት ጋር ተወዳዳሪ እንዲሆንና ከ33 ዩኒቨርሲቲዎች በ4ኛ ደረጃ እንዲገኝ አድርገዋል። ከዚህም በላይ ማህበሩን

በጥሩ ሁኔታ እየመሩና በማህበሩም ውስጥ ተማሪዎችን በማደራጀትና አራሳቸውም በመስራት ለስተማው ማህበረሰብ ነፃ የመንገድ ፕሮጀክት ነድፈው እየሰሩ ይገኛሉ። በመሆኑም ይህ ስራቸው ይበልጥ እንዲጠናከርና ለወደፊቱም ቢሆን

ሀገራቸውንና ወገናቸውን በታማኝነት እንዲያስተዳድሩ በመተማመን ከሌጅና ዲፓሎማው በመነጋገር ይህን የምስክር ወረቀት ሰጥተናቸዋል።



የትምህርት ማህበራት ጠቅላይ ማኅበር  
Tigistu Saetegin  
የትምህርት ማህበራት ጠቅላይ ማኅበር  
Tigistu Saetegin

ፊርማ-----

# SMART COMPUTER AND ENGINEERING SOFTWARE TRAINING INSTITUTE



Training Completion Certificate

This is Certify that **YIBELTAL EBABU DIRES**  
upon successful completion of Basic Computer Skill  
software training provided by Smart Computer  
and Software Training Institute for 3 months.

Instructor Elias Abitie

MANAGING DIRECTOR  
YIBELTAL EBABU  
GENERAL MANAGER  
SOFTWARE TRAINING CENTER  
DIRES

**Managing Director**



Federal Democratic Republic of Ethiopia Addis Ababa City  
Administration Technical and Vocational Education and Training Bureau  
Eagle Language, Computer and Engineering Software Training Institute

# Training Completion Certificate

This certificate is awarded to **YIBELTAL EBABU DIRES** who have successfully completed short term TVET program for **three** months in **English** language at **Eagle** international technical, vocational & educational training institute.

Course Taken	Level	Duration	Contact Hour
English Language	Advanced	3 Months	90 Hrs

Date Issued: October 15, 2018



**ወርቀት ገብረ ገብረ**  
Worqet Tesfaye Trush  
Training Coordinator

*Signature*

Signature

**ወላስን ለብጠ ለብጠ**  
Elias Abitie Ayele  
General Manager

Managing Director

*Signature*

Signature



# Sisay Computer Training Cent



This Is Certify That YIBELTAL EBABU DIRES

For successfully completed the training on AUTO CAD & ARCHICAD software for 45 hours for each.

INSTRUCTOR ADESU TADESSE

Sign.....

*(Handwritten signature in blue ink)*  
Sisay Computer Training

# Sisay Computer Training Center



This Is Certify That YIBELTAL EBABU DIRES

For successfully completed the training on SAP & ETABS software for 45 hours for each.



INSTRUCTOR Tigistu Setegn

Sign: G. Yibeltal Ebabu  
No. 3430 247788  
Sisay Computer Training Center



**ETHIOPIAN CIVIL ENGINEERING STUDENTS  
ASSOCIATION DEBRE MARKOS  
UNIVERSITY LOCAL UNIT**



**This Is Certify That YIBELTAL EBABU DIRES**

**For successfully completed the training on MX-ROAD &  
EAGLE POINT software for 45 hours for each.**

ገብተው ለገቡ ገብተው  
Iglistu Setegn Masresha  
የአዲስ አበባ ሲቪል ኢንጅነሪንግ ስብሰባ  
ፕሬዥደንት  
ECESADMU  
President

Sign.....*[Signature]*

# SMART COMPUTER AND ENGINEERING SOFTWARE TRAINING INSTITUTE



Training Completion Certificate

This is Certify that **YIBELTAL EBABU DIRS**  
upon successful completion of AutoCAD civil 3D  
training provided by Smart Computer and Software  
Training Institute for 45 hours.

**Instructor** Wasihun Moges

ማኅተት ደሜሌሽ ሜሳፍቲንት  
ማኅተት ደሜሌሽ ሜሳፍቲንት  
GENERAL MANAGER

**Managing Director**

# SMART COMPUTER AND ENGINEERING SOFTWARE TRAINING INSTITUTE



Training Completion Certificate



This is Certify that **YIBELTAL EBABU DIRES**

upon successful completion of Primavera P6  
software training provided by Smart Computer  
and Software Training Institute.

**Instructor Mesenbet Tesfaye**

የኢትዮጵያ ፌዴራላዊ ዲሞክራሲያዊ ሪፐብሊክ  
የኮምፒውተርና ኢንጅነሪንግ ማህተም ማዘጋጀት ማእከል  
ጠቅላይ ሰነድ ቁጥር 437803

**Managing Director**

**ETHIOPIAN CIVIL ENGINEERING STUDENTS  
ASSOCIATION DEBRE MARKOS  
UNIVERSITY LOCAL UNIT**



**This Is Certify That YIBELTAL EBABU DIRES  
For successfully completed the training on STAAD Pro &  
SAFE software for 45 hours for each.**



ገብዓት ሰነድ ማስፈረጃ  
Iglstw. Setegn Mastresha  
ገብዓት ሰነድ ማስፈረጃ  
T 611, 977  
ECESADMU  
President

Sign.....  