



**Ashenafi Getachew Eshet**

## ● WORK EXPERIENCE

---

26/01/2015 – present – Addis Abeba, Ethiopia

**Senior Procurement Specialist – Ministry of Agriculture, World Bank Financed Projects**

Development Response to Displacement Impacts Project and East Africa Agricultural Productivity Project,  
ADDIS ABEBA

---

- Assessed all the procurement needs of the project with respect to Goods, works and Consultancy services for the comprehensive preparation of annual procurement plan; Prepared the project procurement plan as per the world bank requirement and procurement regulations, take consideration all the provisions set in the project procurement operation manual and prepared adequate and qualified annual procurement plan using the procurement template attached in the Project Operation Manual prepared jointly by the world bank and MoA; After review and endorsement of the procurement plan by the MoA bid endorsing committee uploaded the PP in to the world bank STEP(Systematic data Tracking and Exchange system); Incorporated any comments forwarded by the world bank on the draft PP through the STEP system; Once the draft procurement plan is approved by the world bank through the system STEP, initiated timely the procurement processes.
- Prepared bidding documents for works, goods, and consultancy services as required, using the world bank and Federal Government Standard Bidding documents: Conducted all the necessary amendments on the SBD to properly reflect the subject procurement contract so that potential bidders be interested to participate in the bidding process; Properly developed evaluation and selection criteria's in accordance with the guidance of the standard bidding document; Participated in the preparation of Technical Specification, Terms of Reference and Design documents whenever necessary; Submitted draft bidding documents through STEP system to the World bank for no objections; Incorporated World bank comments on the draft bidding document for subsequent submittal of the Final bidding document.
- Participated during the Pre-bid Conference meetings: Provided further explanation on clarification requests to the bid document; Prepared pre-bid meeting minutes including responses to the clarification requested raised during the conference as well as for formally submitted clarification questions; Prepared and issued Addendum to Bid document whenever major necessary changes are made on the already issued bidding document. Participated during bid opening for major high value contracts and make sure all procedures and protocols for bid opening process is conducted as specified in the project operation manual of the project. Prepared bid opening minutes and uploaded in STEP for world bank reviews and consideration.
- Participated during selection and evaluation processes during evaluation and shortlisting of consultants, technical & financial proposal evaluations, and bid evaluations for goods and works contract: Reviewed the evaluation criteria's set in the bidding document and RFP; Made all the necessary preparation for evaluation including preparation for the evaluation report structure; Provided briefings and made detailed discussions with other evaluators on way forward to conduct evaluation and achieved a reasonably closer evaluation assessments to select the best qualified consultant/bidder/supplier; Conducted preliminary and detailed evaluation; conducted prequalification and post qualification evaluations for works and goods procurement; Prepared detailed and qualified evaluation reports based on the World bank evaluation report Standard and submitted for bid endorsing committees of MoA; Provided explanations and justification to the approval committee on the evaluation report whenever

requested by the committee, for high value contracts procurement provided detailed presentations to the bid endorsing committee after evaluation is completed to expedite the approval process; Submitted the approved evaluation report together with the committee approval minutes to the World bank for no objection; Incorporated World bank committees on the evaluation report together with the bid endorsing committee reviews of the world bank committee incorporated all the committees and resubmit revised evaluation report for no-objection.

- Issued evaluation results to all participating bidders and contract award recommendations/intentions to the successful bidder; Encouraged bidders to present their procurement complaints and in consultation with other evaluators, bid endorsing committees and other concerned bodies, provided complaint responses to the bidder with a clear explanations and justifications within the specified reasonable time.
- Conducted contract award negotiations with consultants, contractors and supplier before contract signing to discuss all the necessary addition and corrections on the contract work scope and specifications without prejudices to any financial/price implications, for the successful implementation of the contract; Prepared and issued for the successful bidder/firm minutes of contract negotiations; Prepared draft contract agreement taking into consideration all the necessary inclusions to the contract as per the sections defined in the form of contract; Submitted to the world bank the draft contract document and minutes of contract negotiations for no objections; witnessed contract signing between the bidder/firm and MoA; Record contract agreement for later contract administration and contract management.
- Supervised and followed all contract administration and implementation procedures: Provided procurement and contract management support for user departments; Monitored contract management progress; followed up delivery of the goods procured and consultancy services as per the signed contract agreement; followed up expiry of advance payment and performance guarantees and issued extension requests; Participated and monitored provisional handover of completed contract.
- As the procurement arrangements of the project included regional and woreda level procurement implementors including community procurements, the PIU at the MoA provides technical support and overall monitoring of the project procurements implementation. Regional and woreda level procurement implementors also conduct specific procurement activities based on their specified threshold limits, thus in relation to this procurement, Provided hands on support to all regional and woreda level implementing agencies on procurement process, and contract management activities; Provided a continues support on World bank STEP System handling starting from project procurement plan development up to the end of the project implementation; assisted all challenges in uploading documents and in reviewing and incorporating bank comments through STEP system; provided a continues guidance and support on procurement policies and procedures of the World bank; provided a periodic refreshment training to regional and woreda level procurement officers on procurement policy and procedures, bidding document preparations; evaluations and contract document preparation and contract management; made frequent site visits in all regions and woreda bureaus and evaluated the procurement performance of the regional and woreda level implementing agencies of the project. In general, maintained a close relationship with regional and woreda level procurement implementing bureau and provided hands on technical support with the guidance from project coordinator.
- Assisted procurement directorate of MoA for capital budget procurements, during bid document preparation and evaluation activities for high value contract; Provided a continues hands on support during interpretation and application of Federal government procurement proclamation and directives; Trained newly hired junior procurement officers of the ministry on procurement process and application of government policies; Consulted the procurement director and bid endorsing committees for procurement related matter that needs due processing and detailed reviews. In general, provided support to procurement directorate of MoA during the preparation of overall procurement implementation schedules, detailed procurement plans, monitoring and evaluation framework, procurement performance measurements, procurement training material, quality assurance plan, contract documents preparation and management.
- Participated in Bank's project supervision missions and presented project procurement performance; clarified questions and observation of the bank's team ; identified challenges and issues to discussed with the world bank mission team get feedback and solutions that helped



to speed up the procurement process and improved procurement performance of PIU/MoA.

- Assisted Post procurement review of contracts by the World bank and independent procurement auditor assigned specific to the project; Provided the already maintained procurement recording for the selected sample contracts and provided further explanations and technical support for procurement auditors; Reviewed and amended post review findings and recommendation given by the world bank/independent Auditors for further improvement and strength in procurement performance on and contact management skills of the PIU/MoA.
- Organized and conducted several meetings with the World Bank technical and procurement teams at different time of procurement process such as PP preparation, bidding document approval, evaluation, and contract award recommendation approval; Trained in all World bank provided trainings on different procurement skill development and capacity building programs.
- Participated during document preparation of the project before commencement of the project with the bank team and individual consultants: Actively involved in preparation of project procurement strategy development (PPSD), PAD, and Procurement Plan. Attended different meetings with the procurement teams of the bank and provided technical supports for procurement related issues; Incorporated all comments provided by the world bank and revised the draft PPSP, and Procurement plan as required. Participated in the technical meetings, validations of the documents and participated to provide procurement related support during project negotiations with the world bank and the government/MoF/MoA.
- Conducted a comprehensive review of procurement process document conducted by the project regions for No-objections; provided review comments and hand on technical assistance to interpret feedbacks for subsequent submittal of the reviewed documents; such as, procurement plans, EOIRFP/RFQ/Bid documents, invitation letter, Bid document clarification requests, EOIRFP/RFQ/Bid Evaluation reports, contract negotiation minutes, Contract agreement documents, Contract amendments, claims and other contract related issues.
- Conducted procurement fiduciary assessment for the Ministry during new project developed at Federal, Regional and Woreda level; the assessment and evaluation of implementing agencies procurement performance includes, procurement planning and its use for progress monitoring, organization structure, qualification and experience of procurement staffs, capacity to meet the Bank's procurement procedure and reporting requirements, and on their overall adequacy on procurement and related systems performance to accomplished procurements of Works, Consultancy, Goods and Non Consultancy contracts through competitive and transparent processes. Identified procurement related risks of the implementing agencies and proposed procurement risk mitigations measures. Participated in preparation of project legal document and procurement operation manuals.
- Conducted Post procurement review; reviewed and verified all procurement procedures were followed in project implementing units with respect to procurement procedures set forth for post review procurements and using the major core procurement principles such as fairness, competitiveness, transparent, and with clear procurement complaint handling methods. Identified noncompliance's with the agreed provisions of the legal agreement and Bank applicable policies and procedure; Identified and reported all contract management issues in all reviewed contracts. Provided support to implementing agencies to amend post review findings for further improvement and strength on their performance on procurement and contract management systems.
- Provided hands on support to implementing agencies on management and handling of STEP System starting from project procurement plan development up to the end of the project implementation; assisted all challenges in uploading documents and in reviewing and incorporating bank comments through STEP system. Ensured exchanges of procurement data efficiency for timely delivery of data's in the STEP system to achieve the planned procurement process milestones.
- Participated in project implementations support missions and procurement contribution for Aid memo.

18/10/2012 – 23/01/2015 – Addis Abeba, Ethiopia

**Supply Chain and Resource Development Department Manager– Fortune Enterprise S.C, -**

**Business Type -Factory**

**ADDIS ABEBA**

---

Activities performed were;

- Acts as a link between production and sales functions to ensure that consumer and customer demand forecasts drive production scheduling and product availability.
- Plans, organizes, and coordinates all inventory, logistics, and warehousing activities in such a way that these services contribute to the effective and efficient production process and on time delivery of products.
- Closely works with Finance Team to design Inventory Management strategy with the aim of controlling costs within budget limits and maximizing available working capital through maintaining the right amount of stock and avoiding overstocking items.
- Oversees the Inventory function /stock control to ensure raw materials and finished products are received, located, stored and transferred correctly and that the company's stock inventory is accurate.
- Oversees receiving and warehousing of materials, finished products, accessories, spare parts, and other materials and their distribution to concerned beneficiaries.
- Closely works with the Transport Manager to ensure the efficiency of the transport & fleet system so as to ensure timely and economical movement of resources from place to place.
- Assesses appropriate material handling equipment needs and staffing levels to load, unload, move, or store materials.
- Reviews or updates supply chain practices in accordance with new or changing environmental policies, standards, regulations or laws.
- In collaboration with production Manager/team, design or implement plant warehousing strategies for production materials or finished products.
- Analyses inventories to determine how to increase inventory turns, reduce waste, or optimize customer service.
- Evaluates and selects information or other technology solutions to improve tracking and reporting of materials or products distribution, storage, or inventory.
- Coordinates with HRD in recruiting and selecting reporting staff.
- Periodically conducts performance appraisal of reporting staff to identify performance gaps or outstanding performance and take appropriate action ;ensure periodic performance for the entire Supply chain Staff
- Coordinates with HRD in developing and designing appropriate training program to enhance staff skills in the supply chain area.
- Encourages and promote operating in a continuous improvement environment.
- Prepares and presented to CEO periodic reports in relation to inventory management, transport management, and warehouse management based on the guidelines indicated in the Production and Warehouse Management Manual.
- Participated in Kickoff meeting with Shareholders together with other key staff of the company.
- Reviewed consultants contract document with CEO.
- Prepared and review detail tender document based on Company requirements after the completion of the design.
- Prepared and review BOQ in collaboration with the design staff
- Prepared preliminary and final Cost estimate
- Reviewed design reports and prepared Technical Specifications
- Reviewed tender documents based on the company requirement
- Reviewed Bid Evaluation Report & Recommendation for Award
- Reviewed all contractual correspondence between contractors
- Made periodic site visit with the key professionals and identify any potential contractual issues that may lead to claims
- Reviewed contractors financial and time extension claim and provided recommendations
- Actively Participated in discussing challenges and problems during procurement implementations
- Prepared minutes of meeting for the procurement team meetings
- Performs other related duties as assigned.

1. As Contract Administration and Supply Division Head

- Prepared , Reviewed, and approved all technical and financial proposals for tender submissions
- Reviewed, approved design documents, design reports and specifications
- Prepared, approved Bidding documents for supply of goods contract
- Participated and provided technical support for Employer during evaluation of contractor's qualification documents, assisted Employer to prepared draft Contract documents.
- Made periodic suppliers visit to supervision goods on pipe line that in line with contract agreements.
- Prepared and review all contractual correspondences with the suppliers
- Checked and verified contractors' Advance Payments, interim and Final Payment request.
- Reviewed and commented all types of Insurance Policies submitted by suppliers, such as goods in transit, CAR policy, workmanship, and third-party insurances.
- Assessed of suppliers' dispute referral and assisted the company in preparation of response to disputes referred by suppliers.
- Managed Substantial and Final taking over of procurement and supplies.

2. As Procurement Division Head

- Establish a detail supply chain system of the factory based on Standard operational procedure (SOP)
- Prepared detailed proposal document to find the right sores of suppliers.
- Made visit representative suppliers factory sites.
- Provide Technical clarifications requested during tendering stage.
- Prepared financial proposals.
- When the procurement was awarded in association with international consultant, I prepared detailed implementation proposal and detailed work schedule under supervision of the international consultant
- Reviewed all procurement activities and design standards codes and procedures,
- Participated in the development of concept design and detailed standard sample design for the factory procurement.
- Incorporated comments and prepared final design document
- Coordinated the Preliminary and Detail annual need assessments of the factory
- Provided hand on support for the design team during Site Adaptation works
- Follow up closely quality assurance procedures and submitted quality goods and supplies to the user departments (production department).
- Prepared additional proposal for renovation of the existing procurement system of the factory.

*With dedication and hard work I provided a valuable contribution for the successful implementation of the factory, changing the existing procurement system of the factory are one of the success of my duties as well, it's also provided me opportunity to work and share knowledge with the experience international firm and develop ability to work under pressure, team work, quality assurance, proposal preparations, develop report writing skills and different progress monitoring techniques, last but most work ethics and time management*

**Working in Commercial/Tender Preparations unit-** the following are some of activities performed;

- Identify the project office annual need or materials requirements.
- Develop annual material requirement plan of the project office
- Follow up and purchase specific tender for the implementation
- Make site visits for bid preparation and prepare Bid documents based on the client specific tender interests.
- Prepare draft cost estimate
- Identify the risks challenges and best opportunities of the specific project for the project office future.
- Present the risk assessment report of the specific tender to the management and revise the cost estimate based on the management advice.
- Prepare all correspondence with Client, Consultant and Third parties pertaining to contracts
- Advise Project Managers of all Contract matters
- Keep record of site & head office level correspondences related to claim issues and establish sequence of events for justification/substantiation of claims, prepared claims together with construction manager & respective project managers.
- Follow up claim cases at hand and keep abreast on the status and subsequent actions.
- Review/Check Interim payment Certificates and follow up timely & properly submission to the Engineer for approval, obtain approval and advise Finance Dep't for timely collection of the same.
- Follow up other payments including series of Advance payments, retention money & final payments.
- Review/Check detail calculation of Subcontract payments.
- Prepare advance disbursement schedules & utilization agreements for new projects in accordance with the requirement of the contract document.
- Follow up acquiring of provisional acceptance and defects liability certificates on completion of projects.
- Request and follow up release of advance guarantees and performance bonds on completion of projects.
- All documentations of all contractual matters from award of contract to completion
- Attend all meetings /conferences pertaining to contract Admin.

*In addition to contract management assignments I had activity participated with team of professionals to transform the project office traditional construction management techniques in to modern and sustainable construction company, by doing restructuring of company's organization structure, hired appropriate staff at supply section levels in core and support process units, developed financial management system, Resource utilizations, and understanding on Employers requirements and work procedures. With all the efforts, unfortunately it was not successful to changes in the project office performance, since all the exerted efforts were not appreciated and supported by the Top managements of the office.*



20/09/2004 – 15/05/2007 – Addis Ababa, Ethiopia

**Foreign and Local Purchase officer– Horticulture Development Enterprise –**

Type of Business-Farm (Horticulture)

---

- Prepare annual procurement plan and follow the approval of the draft plan.
- Reviewed the contract document, specifications, design documents and other relevant documents of the enterprise.
- Closely studied the contract document provisions and identify the opportunities and the risks of the suppliers for newly signed contracts of the company. Propose mitigation majors to avoid or minimize the risks of the contract.
- Participated in the preparation of enterprise master work schedule and present the schedule for the suppliers and participate any discussion on the schedule and incorporate the supplier's comments on the same to get approval.
- Based on the master work schedule prepared logistics plan and resources required, distribute the workload of the supplier's initial stage to other respective departments.
- Prepared advance payment disbursement and submit for consultant approval for advance payment.
- Worked aggressively to fulfill the basic Engineers facility, camp construction and deployment of necessary resource such as, equipment, material, and manpower, during mobilization period. This will require tremendous correspondence with the consultant team and follow-up of the approvals.
- Communicate with the Consultant and Employer through tremendous correspondence letter and by attaining meetings at different stage.
- Participated in monthly and quarterly progress meeting of the enterprise
- Prepared Master and Detail work Program
- Planned resources required for different tasks and thereby prepared an appropriate budget estimate.
- Revised Master schedule depending on the actual progress of the procurement whenever necessary.
- Participate in the preparation of annual budget and financial proposal of the enterprise.
- Prepared and submit progress reports on monthly, quarterly, semi-annual and annually basis.
- Collect data related to performance of the procurement for further analysis and planning purposes.
- Participated in Business plan preparation of the company
- Prepared presentations for semi-annual & annual status of the company to board members

24/09/2001 – 17/09/2004 – Hawasa and Awash Sebat, Ethiopia

**Procurement Officer and Warehouse Head– Lalibela Engineering Enterprise –**

Type of Business-Construction C-1 (Governmental)

---

#### 1. Procurement Counterpart

Working in Lalibela Engineering procurement counterpart managed **two projects found in Hawassa and Awash Sebat**. I had also participated in the evaluation of 5 works and 5 consultancy projects of projects. Overall responsibilities were, for civil works, review of Technical Specification, Bill of Quantities, prequalification document, prequalification evaluation report, bidding documents, bid evaluation report, attending pre-bid conference, preparation of clarifications & addendums preparation of draft contract and follow-up signing of contracts; and for consulting services preparation of TOR request for proposals (RFP), draft contract, participated in contract negotiations and signing of contract. Detail Task performed as: -

- Prepared Bidding Document/Request for Proposal for works, consultancy and Non-consultancy contract; Select appropriate standard bidding documents with respect to the enterprise procurement rules. Ended it provided me to be familiar with the procurement rules and procedures of different private and government enterprises.
- Prepared Terms for Reference (ToR) for road project, by considering project objectives and work scope. Preparation of TOR for request for proposals give me an opportunity to know

detailed work requirements of the Employer and benefits me in knowledge and understanding for the actual work implementation of road design or construction work activities.

- Studied FIDIC General Conditions of Contract and prepared Specific Conditions of Contract for works contract.
- Reviewed design document and specifications prepared by the consultant, during so I had knowledge about the detail road design procedures, design inputs and requirements.
- Studied government manuals, General and Particular Technical Specification of Lalibela.
- Reviewed Engineering cost estimate prepared by Consultant, participated with the design and Technical support branch of Lalibela in preparing data base and reference unit rates diffract road construction work activities and practical work performance/outputs. This unit rates and cost breakdowns are supposed to be used as further reference of Lalibela to evaluate engineering cost estimates.
- Prepared clarification and addendum to bids/proposals for contractor/consultants bid/proposal.
- Bidder's clarification response preparation helped me to identify all the knowledge limitation in preparing bidding document with respect to adopting the standard bidding document and in preparation of TOR. Contractors/Consultants bidding clarification questions raised from their experience helped me to understand the actual physical condition of the projects and to revise the TOR/Bidding/RFP document preparations for the next project. This clarification question response preparation also helped me to identify the knowledge Gap of Contractors/Consultants to understand and tackle the Employer requirements and needs.
- Participated in bid/proposal evaluations and present the evaluation reports for Lalibela contract Award Committee (CAC) and preserve the evaluation results based on the evaluation team conclusion, and recommendations; reevaluate the bid to incorporate any valuable review/comments of CAC if any for subsequent contract award recommendations of CAC.
- Proposal/Bid documents evaluation helped me to created awareness and knowledge on construction sector, company experience, resources, and financial work breakdowns are calculated based on their actual work experience.
- Followed the management decision on the intermediate stage of the procurement process and incorporates any comment and suggestions given by the management to get subsequent clearance, on prequalification selection of bidders, shortlisting of consultants based on their expression of interest document, send the bid document and RFP for no objections, evaluation reports and contract award recommendations, minutes of negotiation and finally send Signed contract document to the management.
- Participated in contract negotiations to reflect Employers best interest and advantage and prepare minutes of contract award negotiation.
- Prepare contract documents, review Contractors performance Bond and advance guarantee bonds and make sure submission and inclusion of base price induces for later price escalation implementations.
- Witness Contract signing b/n Employer and Contractor/Consultant and hand over the projects Contract document to the contract implementation division. Contribute a lot on successful award of works and consultancy contracts on the time and on fair competitive and transparent procurement procedures.
- Working in Lalibela Engineering help me to realize and have confidence of the construction work practices and help me to work in other construction sectors with knowledge and confidence. Lalibela was the knowledge and experience sharing and developing institutional center.

#### ❖ **List of Managed projects working in Lalibela Engineering**

- Hawasa –toga Southern Military Base construction project (Governmental Project).
- Awash Sebat and Awash Arba Estern Military base construction project (Governmental Project).

## **2. Working as Bid/Proposal Evaluator/Evaluation Team Leader**

While working in **Lalibela Engineering** I was participated as evaluator/Procurement expert/Evaluation Team Leader in works and consultancy service contracts mostly for projects. Activities performed were the following:

- Reviewed RFP Document
- Reviewed and developed detailed evaluation criteria's
- Evaluated Bidding document/Proposals based on the criteria
- Prepared Evaluation reports
- Presented to the contract award committees (CAC)
- Revised the report based on their CAC review/comment



- Notified the evaluation results to the respective tender participants
- Reviewed and Considered bidders complaints if it is necessary.
- Reviewed and re-evaluated results again when it's required.

07/07/2000 – 07/06/2001 – Oromia, Northern Showa, Ethiopia

**Warehouse Head – Oromiya Trade and Industry Bureau –**

Type of Business-Service Giving (Governmental)

---

- Arrange warehouse system of the Zonal bureau in a well manner way.
- Develop the codification system for the warehouse.
- Manage and supervise overall warehouse of the zonal Bureau.
- Performs other related duties as assigned

## EDUCATION AND TRAINING

---

11/11/2017 – 17/09/2020 – Jimma, Ethiopia

**MASTER OF Art DEGREE IN Project Management and Finance –** Jimma University-  
Graduated with Grate Distinction

[www.ju.edu.et](http://www.ju.edu.et)

11/09/2005 – 06/09/2008 – Addis Ababa, Ethiopia

**BACHELOR OF Art DEGREE IN Management and Accounting –** ST. Mary's University

---

[www.stmary.edu.et](http://www.stmary.edu.et)

14/09/1998 – 04/08/2000 – Addis Ababa, Ethiopia

**Diploma in Commerce- In Purchasing and Supplies Management –**  
Addis Ababa University – College of Commerce

---

[www.aau.edu.et](http://www.aau.edu.et)

05/06/2008 – 06/09/2008 – Addis Ababa, Ethiopia

**Computer Trainings, SAP2000 (V7.41), ETABS 9.12, Systematic AutoCAD 2006 MS project, Primavera Eagle Point and Earned value analysis software, MS-Word, MS-Excel, MS-Power point.**  
St. Mary's University,

---

01/10/2015 – 15/10/2015 – Addis Ababa, Ethiopia

**CERTIFICATE FOR TRAINING - Project Management, Addis Ababa University School of Commerce, for 40 hours.**

---

[www.aau.edu.et](http://www.aau.edu.et)

24/02/2017 – 03/03/2017 – Adama, Ethiopia

**CERTIFICATE FOR TRAINING - Community Procurement and Community Demand Driven Approach Guideline, The World Bank Ethiopian Country Office- Training of Trainer (TOT)**

---

18/09/2017 – 06/10/2017 – Debre zeit, Ethiopia

**CERTIFICATE FOR TRAINING - World Bank Procurement guideline and Management in Works, Goods and Consultancy, The World Bank Ethiopian Country Office**

---

12/02/2018 – 17/02/2018 –Addis Ababa, Ethiopia

**CERTIFICATE FOR TRAINING** -Trained on Project Planning, Implementation, Monitoring and Evaluation, Ethiopian Civil Service University, for 48 hours.

---

27/08/2018 – 23/09/2018 – Addis Ababa, Ethiopia

**Certificate for Training**- International Financial Reporting Standard (IFRS), for 60 hours, Addis Ababa University School of Commerce

---

20/05/2019 – 23/05/2019, Addis Ababa, Ethiopia

**CERTIFICATE FOR TRAINING** - Public procurement and Finance, Civil Service University- for 32 hours

---

08/12/2019 – 13/12/2019, Mabarara, Uganda

**CERTIFICATE FOR TRAINING WORKSHOP** – Community Procurement Practice in East African Countries – coordinated and facilitated by IGAD

---

## ● LANGUAGE SKILLS

---

Mother tongue(s): AMHARIC

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	C2	C2	C2	C2	C2
<b>OROMIFA</b>	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

## ● DIGITAL SKILLS

---

Microsoft Word | Microsoft Excel | Microsoft Powerpoint

## ● COMMUNICATION AND INTERPERSONAL SKILLS

---

**Appreciable communication skill and interpersonal qualities**

---

- The highly sociable nature enables to communicate with so diverse value chain actors quiet easily
- Appreciable skill of moderating or facilitating workshops and conferences
- Demonstrated skill of discussion and negotiation with different levels of government officials
- Delivering trainings and presentations by using multiple languages based on the interest and diversity of the audience
- Chaired the Information and Communication unit while working in the managerial position.
- Ability of managing multi-stakeholder platforms is the result of high communication and interpersonal qualities

## ● **MANAGERIAL AND ORGANIZATIONAL SKILLS**

---

Well developed experience in professional and organizational skills

---

- More than 6 years experience in Managing departments, peoples , resources and the system
- More than 18 years of professional experience in the fields of Procurement in private, Public and Donor sectors.
- More than 3 years experience of warehouse, supply chain and Logistics private, Public and Donor sectors.
- More than 7 years experience in managing donor related and financed projects;(World Bank Projects)
- More than 10 years experience in foreign procurement
- Experiences on organization of high level workshops and conferences both at national and international levels

## ● **MEMBERSHIP**

---

Membership to professional and technical groups or societies

---

The following are the major ones:

- Ethiopian Logistics and Supply Chain Management Professionals Association – Addis Ababa
- Ethiopian Procurement officers Association – Addis Ababa

## ● **REFERENCES**

---

Three references who can provide recommendations

---

**Degayehu Desso,**  
Procurement Directorate Director  
Ministry of Agriculture,  
Tell- +251-913-639000, [email-degayehu@gmail.com](mailto:email-degayehu@gmail.com)

**Nigatu Bogale ,**  
Project Coordinator of Development Response to Displacement Impacts Project,  
Ministry of Agriculture  
Tell- +251-911-530077, email, [nigatu bogale@yahoo.com](mailto:nigatu_bogale@yahoo.com)

**Esayas Nigatu,**  
Task Team Leader of Development Response to Displacement Impacts Project  
The World Bank, Ethiopian Country Office  
+251-912-106068, [enigatu@worldbank.org](mailto:enigatu@worldbank.org)

## ● **AUTHORIZATION FOR PERSONAL DATA PROCESSING**

---

I authorize the processing of my personal data pursuant to the GDPR and the Legislative Decree 30 June 2003,n. 196 "Code regarding the protection of personal data".

---

## ● **DATE**

---

23 July 2021

