



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Ashebir Solomon Bekele**
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E-mail(s) asbir08@gmail.com
Nationality Ethiopian
Date of birth 21 September 1977
Gender Male

Desired employment / Occupational field Internship in Environment, Social Service, Social Enterprise, Emergency Activities, Food Security, Water & Sanitation, Education & Public Health etc

Work experience

Dates Occupation or position held Main activities and responsibilities	01/11/2000 - 31/10/2009 Finance & Administration Head -Preparation & review of specific & general purpose Financial reports -Reconciliation of Accounts -Ensuring overall compliance of operations with proper regulations, contracts & GAAP -Review of Legal & contract matters -Follow-up Internal & External Audit engagements -Procurement Review & Chairperson of Committee -Develop Internal control Policies & procedures -Recruit staff , Provide induction & training -Provide support in budget preparation & technical report writing -Conduct monitoring & Evaluation of projects activities In addition, I have undertaken a program support activities of over 50 projects in different forms. These include - 7 Food Security projects financed by European Commission (EC) - 11 Food Aid & Emergency projects financed by the EC & ECHO - 9 Emergency & Livelihood Projects financed by USAID -1 Post war Rehabilitation & Reconstruction Project financed by USAID - 3 Rural Development Projects financed by Italian Gov't (MAE) - 3 Social & Vulnerable group projects financed by Italian Gov't(MAE) - 3 Improving Social Services financed by Lombardi Region(Italy) -10 Emergency & Relief operations financed by UN (UNICEF, UNWFP, UNOCHA)
Name and address of employer Type of business or sector	Cooperazione Internazionale(COOPI) F. de Lemene,50,, 20151 Milan (Italy) Italian International Humanitarian Non Government Organization(NGO)
Dates Occupation or position held Main activities and responsibilities	24/02/2000 - 31/10/2000 Accountant/Administrator In addition to the above duties mentioned earlier: -Recruit staff , Provide induction & training -Secretary to the Management Committee of AMRC -Supervise the opening & phasing out of new intervention sites

	In addition, I have undertaken program support activities for two projects having over 15 intervention sites focusing on Disability & social, economic & physical Rehabilitation
Name and address of employer	Arbaminch Rehabilitation Centre(AMRC) P.O. Box: 25 Arbaminch (Ethiopia)
Type of business or sector	Local Humanitarian Non governmental Organization (NGO)
Dates	07 August 1997 - 24 February 2000
Occupation or position held	Finance & Administration Head
Main activities and responsibilities	In addition to the above main activities & responsibilities : -Supervise finance, general service, warehouse & Garage services In addition, I have undertaken program support activities for Three projects having 5 intervention areas focusing on Integrated Development Program & Integrated Community Based Development (ICDP). Program activities include: Mother & Child health, HIV AIDS, Gender & Development, Water & Sanitation, Social activities (vulnerable groups, education etc), Livestock & Small scale agriculture.
Name and address of employer	Gamo Gofa Catholic Church ICDP P. O. Box : 23 Arbaminch (Ethiopia)
Type of business or sector	Faith Based Local Humanitarian Non Governmental Organization(NGO)

Education and training

Dates	30 October 1995 - 05 August 1997
Title of qualification awarded	Diploma in Accounting(Associate Degree)
Principal subjects / occupational skills covered	Principles of Accounting I & II Financial Accounting I & II Financial Management Management Accounting Cost Accounting I & II Fund Accounting Principles of Auditing Business Mathematics Business Communication Commercial law Introduction to Management, Economics, Basic statistics
Name and type of organisation providing education and training	Mekelle Business College(Mekelle University) (Business) P.O.Box: 451 Mekelle (Ethiopia)
Level in national or international classification	ISCED 5
Dates	01 August 2001 - 30 June 2004
Title of qualification awarded	Part Qualified Professional Accountant
Principal subjects / occupational skills covered	1.1 Preparing Financial Statements 1.2 Financial Information for Management 1.3 Managing People 2.1 Business Information Systems 2.2 Corporate and Business Law
Name and type of organisation providing education and training	The Association of Chartered Certified Accountants (ACCA) (Professional Certification Body) 64,Finnieston Square,, G38DT Glasgow (United Kingdom)
Level in national or international classification	ISCED 6
Dates	01 September 2004 - 03 April 2009
Title of qualification awarded	Business Administration & Information Systems(BAIS)
Principal subjects / occupational skills covered	1.1 Introduction to Management 1.2 Human Resource Management 1.3 Principles of Marketing 1.4 Information Technology,

	<ul style="list-style-type: none"> 1.5 General Psychology 1.6 Business Research Methods 1.7 Materials Management 1.8 Managerial Statistics 1.9 Computer Networking 1.10 Information Systems Analysis 1.11 Managerial Economics 1.12 Database Management Systems 1.13 E-Commerce & Web page dev't 1.14 Financial Accounting I & II 1.15 Managerial Communication 1.16 Entrepreneurship 1.17 Operations Research 1.18 Risk Management and Insurance 1.19 International Marketing 1.20 Organizational Behaviour 1.21 Strategic Management 1.22 Macroeconomics 1.23 Financial Management 1.24 Computer Programming I 1.25 Production Operation Management 1.26 Project Management 1.27 Information Resource Management 1.28 Maths for Management 1.29 Microeconomics I & II 1.30 Ethics 1.31 Business Law
Name and type of organisation providing education and training	Addis Ababa University College of Commerce(AAUCC) (University Degree) P.o.Box: 3131 Addis Ababa (Ethiopia)
Level in national or international classification	ISCED 6
Dates	03/11/2009 - 15/06/2010
Title of qualification awarded	Master in Cooperation & Development
Principal subjects / occupational skills covered	<ul style="list-style-type: none"> 1.1 Microeconomics 1.2 Macroeconomics 1.3 Dev't & Demographic Indicators 1.4 Quantitative Methods 1.5 The History of Economic Ideas 1.6 The Evolution of Economic Thoughts 1.7 Measuring Poverty Inequality & Human Dev't 1.8 International Economic Institution 1.9 North - South Integration, Aid & Trade 1.10 Food Security, Rural & Agriculture Dev't 1.11 Latin America & Inequality Reductions 1.12 Local Development 1.13 Social Research Methodology 1.14 Human Rights 1.15 Sociology of Development 1.16 Anthropology of Development 1.17 History of Africa 1.18 History of Middle East 1.19 History of Latin America 1.20 History of South Asia 1.21 History of East Asia & China 1.22 Business Economics 1.23-1.29 Project Cycle Management & Practical Applications
Name and type of organisation providing education and training	European School of Advanced Studies(IUSS) - Pavia University (2nd Degree) San Martino,17/b,, 27100 Pavia (Italy)
Level in national or international classification	ISCED 6

Personal skills and competences

Mother tongue(s) **Amaharic(Local Language in Ethiopia)**

Other language(s)

Self-assessment
European level (*)

English

Italian

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C1	Proficient user
A2	Basic User	A2	Basic User	A2	Basic User	A1	Basic User	A2	Basic User

(*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences - I have ability to communicate in difficult situation, Problem solving skills, ethical behaviour, sociable in interpersonal situation, have strong sense of multiculturalism, self management & professionalism.

Organisational skills and competences - Able to work independently including planning & executing activities with minimum supervision
- Able to organize tasks in a team situation and able to motivate colleagues & meet dead lines.
- Various small skills that i can share with people in group
- I have also the humility to learn new knowledge from everyone in an organization

Technical skills and competences - Able to work on financial reports independently(standard Financial reports and tools for management use such as budget vs expenditures etc)
- Able to prepare technical reports
- Able to prepare a plan & write concept paper, project document etc
- Able to monitor & evaluate project activities
- Able to prepare logistic & operational plans
- Able to work on social research & support implementation of programs

Computer skills and competences Able to converse with various software & computer programs...word,excel, Access, power point, Adobe, internet facilities, web designing, systems design, database management
- In addition, accounting software are also important skills (Peach tree,quick book & various in-house soft-wares such as File Maker Merlino etc)
- I have also various formal University trainings on the same field

Artistic skills and competences - Writing articles is my favourite
- Music
- Drama
- Reading & sharing
- Poem(Amaharic)

Other skills and competences - Sports (Soccer, tennis, volleyball)

Driving licence(s) B, B1

Additional information

There are other activities that I have performed in addition to activities indicated.

I certify that the statements made by me are true, complete and correct. I also certify that any documents provided in support of my application are authentic and accurate. I understand that any false or misleading statement or withholding relevant information may provide grounds for the withdrawal of any offer of appointment or the termination of employment.