# Motivation letter

**From:** **Zulmai Suhrabi**

**To:** **UNFAO**

**Subject:** **Application for Information Management Assistant (IDEA)**

***Dear Respected HR Team,***

I am writing to express my strong interest in the **Information Management Assistant (IDEA)** position at your respected organization. I believe that my educational background and extensive professional experience in Management Information Systems make me a strong candidate for this role.

With over 14 years of experience in MIS, Web Developer and IT-related roles within donor-funded projects and reputable NGOs, I have consistently performed responsibilities that align closely with those required for this position. My past roles have equipped me with the expertise to manage information systems effectively, lead teams, ensure data integrity, and provide timely and accurate reporting for decision-making and project evaluation.

***Summary of Qualifications and Experience***

I am confident that my education and professional background make me a strong asset to your organization. Below is a summary of the value I can bring to your team:

- **Bachelor of Computer Science (BCS)** from **Kabul University**, Kabul, Afghanistan – 2011.
- **Over 14 years of progressive experience** in Management Information Systems (MIS), Web development, Information Technology, Data Management, Data Analysis, Monitoring & Evaluation, GIS, and Reporting within **donor-funded projects** and **reputable NGOs**, including:

✓ **MIS Manager** in IRDP World Bank (**WB**) funded project - 9 years.
✓ **MIS Specialist** in CPMO Asian Development Bank (**ADB**) funded project - one year.
✓ **MIS & GIS Officer** in Afghanistan Organization for Sustainable Rural Development (**AOSRD**)- one year
✓ **Senior MIS and IT Officer** in Citizens Organization for Advocacy and Resilience (**COAR**)- one years
✓ **Senior EMIS and Reporting Officer** in Afghan Youth Education and Health Organization **(AYEHO)**
✓ **Senior MIS and Database Officer** in Citizens Organization for Advocacy & Resilience **(COAR)**

I am pleased to submit my CV for your consideration. Given my education and extensive experience, I hope to be shortlisted for a written test or interview. I would welcome the opportunity to further discuss how I can contribute to your organization.

Please feel free to contact me at your convenience should you require any additional information.

E-mail address: zulmai123@yahoo.com, zulmai123@gmail.com

Mobile Contact: +93(0) 700 32 98 21

Yours faithfully,

**Zulmai Suhrabi**