

JEAN MARIE MANIRAKIZA

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September 14, 2010

Mr. General Commissioner of OBR
Contact@obr.bi

Bujumbura, Burundi

Mr. General Commissioner,

I'd like to apply for job on “**Cadre d'appui: Ingénieur technicien en Construction ou Ingénieur technicien en Électromécanique**” as well as you advertised it.

Indeed, Mr. General Commissioner, I am holder of Industrial Engineering degree in electromechanical engineering from the University of Burundi in the Superior Technical Institute.

For the moment I work at CAL Burundi on computer scientist position as trainer.

Moreover, I'm going to tell you that I have worked in almost all areas embracing the electromechanical engineering as you will note in the application form.

Should my application will be considered, I prommet you, Mr. General Commissioner, that I will fulfill my duties with dedication.

Hoping a favorable response to my request, I beg you to accept, Mr. General Commissioner, the term of my most distinguished sentiments.

Jean-Marie MANIRAKIZA

OFFICE BURUNDAIS DES RECETTES

APPLICATION FORM / FORMULAIRE DE CANDIDATURE

Post/ Poste: **Cadre d'appui** : Ingénieur technicien en Construction ou Ingénieur technicien en Électromécanique

Code : **OBR 7**

First name(s) / Prénom(s): JEAN MARIE	Family name /Nom de famille: MANIRAKIZA
Address/Adresse: North Mutanga, Gikungu Quarter, RUBANGA Avenue	Tel no/Tel: Mobile: (+257) 79 59 81 08 (+257) 76 59 81 08 e-mail: jmanira2005@yahoo.fr jmanirakiza@cal-bi.com
Date of birth / Date de naissance: 28 / 04 / 1978	Nationality / Nationalité: Burundian
Do you have a close relative who currently works for the Ministry of Finance or OBR? If yes, please state their name, their position and their relationship to you. Avez-vous un proche parent travaillant au Ministère des Finances ou à l'OBR ? Si oui quel est son nom, sa fonction et sa relation avec vous ? No.	Where did you learn about this vacancy? Comment avez-vous été informé du poste? By visiting the following link: www.obr.bi

REFEREES

Please give the names and details of two most recent employers who can comment on your professional and work ability. If you do not wish us to contact your referee prior to the interview please indicate by ticking the box.

Prière de donner les noms et autres détails de deux de vos récents employeurs qui peuvent témoigner sur vos compétences professionnelles. Au cas où vous ne souhaitez pas que l'on les contacte, mentionnez-le dans la case.

<p>Name / Nom: MINANI Jean Paul</p> <p>Address / Adresse: Chaussée Prince Louis RWAGASORE no 115*B.P 972, BUJUMBURA *Tél. 22222451*Fax. 22226156</p> <p>Position / Fonction: Sales Manager of CAL Burundi</p> <p>Tel: 22 24 35 53</p> <p>Mobile: (+257) 76 43 09 25</p> <p>Email: jeanpaul@cal-bi.com</p> <p>Please do not contact this referee <input type="checkbox"/> Ne le/la contactez pas</p>	<p>Name /Nom: NDAYISHIMIYE Floriane</p> <p>Address /Adresse: Chaussée Prince Louis RWAGASORE no 115*B.P 972, BUJUMBURA *Tél. 22222451*Fax. 22226156</p> <p>Position / Fonction: Chief Financial Officer of CAL Burundi</p> <p>Tel: 22 22 24 51</p> <p>Mobile: (+257) 76 74 67 33 ou (+257) 77 74 67 33</p> <p>Email: ndafloriane@yahoo.fr floriane@cal-bi.com</p> <p>Please do not contact this referee <input type="checkbox"/> Ne le/la contactez pas</p>
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DECLARATION

I confirm that the information provided in this application form is accurate. I understand that failure to provide accurate information may lead to disqualification or dismissal if subsequently employed.

Je certifie sur l'honneur que les renseignements fournis sont corrects et vérifiables. Je certifie également que toute information fausse contenue dans la présente peut conduire à une disqualification ou une rupture de contrat pour ce poste.

Signature: Ing. Jean-Marie MANIRAKIZA

Date: September 13th 2010

EMPLOYMENT HISTORY/ HISTORIQUE DES EMPLOIS

Please give details of all positions held since completing your full time education. Start with your present or most recent job and work back.

Prière donner le détail dès la fin de vos études. Commencez par l'emploi le plus récent.

Dates (from – to) (de – à)	Name and address of employer Nom et adresse de l'employeur	Position and brief description of duties Fonction occupée et tâches	Salary Salaire	Reason for leaving Raison de départ
From September 24, 2009 to the present	CAL Burundi Chaussée Prince Louis RWAGASORE no 115*B.P 972, BUJUMBURA*Tel. 22222451*Fax. 22226156	COMPUTER SCIENTIST as Trainer in Information Technology and Communication (ICT)	400 000Fbu	I want to change fields and work in a state institution
From early July to mid-September 2009	INFO_COM company, Tel 22243553	NETWORK ENGINEER AND SOFTWARE CONSULTANT: Installation of the computer network of the IFAD's building: wiring and configuration of network equipment.	250 000Fbu	The work was finished.
From early October 2008 to end June 2009.	ECOTEM Ngagara commune, Quarter 6, Tel 22235505	Professor: Teaching some technical courses.	200 000Fbu	
From August 2007 until September 2008	MTS (Modern Technology services) Burundi	CONSULTANT ON LOAD MONITORING OF BUILDING SOLAR ENERGY	250 000Fbu	The work was finished.

<p>From March 2006 to July 2007</p>	<p>MANIRAKIZA Jean Marie (myself) Nyakabiga Quarter</p>	<p>CHIEF WORKSHOP at NEW_TECH:</p> <ul style="list-style-type: none"> - Repair of Electronic and Electrical equipments; - Train other technicians in this kind of work. - Sales of accessories for mobile telephones 	<p>Variable salary</p>	<p>-</p>
<p>Also From March 2006 to mid-July 2006</p>	<p>MANIRAKIZA Jean Marie (myself) Kinanira III, SOUTH Kigobe and QUARTER9 of Ngagara commune</p>	<p>CHIEF WORKS OF ELECTRIFICATION:</p> <ul style="list-style-type: none"> - Design and draw plans of Electrical, - Make estimates of all construction of facilities - Buy all the necessary equipment for these facilities, - To monitor the facilities and technicians assist in case of difficulties, - Take the test facilities already completed, - Develop the report at the end of installation work. 	<p>Variable salary</p>	<p>-</p>

EDUCATION AND TRAINING /ETUDES FAITES

Secondary education / Secondaire

Dates (from – to) (de- à)	Name and address of school Nom et adresse de l'établissement	Give details of main subjects studied Cours principaux	Diploma or certificates and year obtained Diplôme ou certificat obtenu
1997-1999	Gitega Lycée	<ul style="list-style-type: none"> - mathematics - physics - scientific drawing - Chemistry - Biology 	<ol style="list-style-type: none"> 1. Diploma of General Humanity 2. Diploma of State
1992-1996	Mugera Seminary		Certificate of core

Education beyond secondary level / Etudes supérieures

Dates (from – to) (de- à)	Name and address of college/university or other institution Nom et adresse de l'institution	Major subjects studied Cours principaux	Details of diploma or degree obtained and dates Diplôme obtenu et date
2001-2006	UNIVERSITY OF BURUNDI (Higher Technical Institute: I.T.S) Kiriri cumpus	<ul style="list-style-type: none"> - Electronics - Telecommunication systems - Industrial Electricity - Automation - Machine corps - Thermal course 	Diploma Of Electromechanical engineering

Please state other academic or professional qualifications you hold. D'autres formations.

Dates	Qualification
From March 2005 to July 2005	STAGE AT ONATEL: Certificate of stage

Please state membership of professional organisations and status. Organisations professionnelles dont on est membre.

Dates	Professional organisation /Nom de l'organisation	Membership (egg Fellow, Member) / Fonction et qualité
From September 24, 2009 to the present	CAL Burundi	COMPUTER SCIENTIST as Trainer in ICT

Please provide details of training received and courses attended relevant to the post you are applying for. Autres informations / formations liées au poste.

Dates	Training courses / Cours suivis
From March 2005 to July 2005	<p>* <u>TRAINING AT ONATEL:</u></p> <p>1. Training on VoIP (Voice over Internet Protocol).</p> <p>→ This training has even been in my final year project at university which was entitled "MISE EN PLACE DE LA PLATEFORME DE LA VoIP DANS UNE ENTREPRISE: CAS DE L'ONATEL". (In English: "IMPLEMENTATION OF THE PLATFORM FOR VoIP IN A COMPANY: CASE OF ONATEL).</p> <p>2. Training on Installation and configuration of computer networks, configuration of Cisco routers</p> <p>3. Training on configuration DNS and troubleshooting subscribers</p>

COMPETENCIES FOR THIS POST / COMPETENCES POUR LE POSTE

Please state which competencies you have that would make you a suitable candidate for this post. Prière indiquer les compétences acquises qui ont un lien direct avec ce poste.

Given my experience as stipulated in this form, I am able to do any work in connection with:

1. Electricity
2. Electronics
3. Computers
4. Telecommunication Systems

ADDITIONAL INFORMATION /AUTRES INFORMATIONS

Do you have a permanent or persistent health problem? If so, please describe. Avez-vous un problème chronique de santé? Si oui, décrivez-le?

No.

Have you ever worked for the Ministry of Finance? If yes, please state the dates and the post(s) you held.

Avez-vous déjà travaillé au Ministère des Finances? Si oui, donnez les dates et les fonctions occupées.

No.

Have you ever been convicted of a criminal offence? If yes, please state date and nature of offence.

Avez-vous été déjà condamné(e) en justice? Si oui, pour quel délit ?

No.

Have you ever been subject to disciplinary action in the last 3 years? If yes, please state dates, type of offence committed and the disciplinary action taken?

Avez-vous encouru une sanction disciplinaire au cours de ces trois dernières années? Si oui, quelle faute, à quelle date et quel type de sanction.

No.