

Monitoring & Evaluation Cover Letter

675 Stoltenberg GreenHershelborough, TN 85962

Dear Rory Spencer,

In response to your job posting for monitoring & evaluation, I am including this letter and my resume for your review.

In my previous role, I was responsible for technical guidance to project staff in incorporating appropriate M&E systems into the project based on needs, donor requirements, resources and capacities.

My experience is an excellent fit for the list of requirements in this job:

- Experience working on the M&E strategies for Climate Change Adaptation Interventions would be an added advantage
- Clear understanding of the workings of major donors, INGOs and UN agencies
- Experience in training, community consultation and systems development
- Bachelor of Arts in Social Sciences with major in Statistics, Demography or related field with Monitoring and Evaluation (M&E) bias
- Training in Information technology, monitoring and evaluation and database management
- Previous experience in humanitarian organization setting is added advantage
- Demonstrates proficiency in computer applications including use of Microsoft Suite, SPSS, SAS, GIS
- Demonstrated leadership in the development and implementation of an M&E strategy and/or implementation plan for US government-funded programs

I really appreciate you taking the time to review my application for the position of monitoring & evaluation.

Sincerely,

Emery Lockman