



# Berhe Kalayu Berhe

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**Gender:** Male **Date of birth:** 21/03/1992 **Nationality:** Ethiopian

## WORK EXPERIENCE

[18/07/2023 - Current]

### IT Audit Team Leader

#### *Ethiopian Ministry Of Revenue (MOR)*

**City:** Addis Ababa

**Country:** Ethiopia

- Developing the audit plan, including determining the audit objectives, scope and criteria with the audit client
- Confirming any requirements for the audit such as PPE (Personal Protective Equipment), transport, access and resources
- Communicating the audit plan to the audit team as well as the audit client
- Detailing roles and responsibilities of audit team members
- Communicating to the audit team as well as the audit client
- Chairing the opening and closing meetings
- Completing and distributing the audit report
- Examine internal IT controls, evaluate the design and operational effectiveness, determine exposure to risk, and develop remediation strategies.
- Conduct efficient and effective IT audit procedures.
- Communicate complex technical issues in simplified terms to the relevant staff.
- Perform regular audit testing and provide recommendations.
- Provide recommendations and guidance on identified security and control risks.
- Review, evaluate, and test application controls.
- Develop a strong understanding of business and system processes.

[22/05/2018 - 17/07/2023]

### IT Support Engineer

#### *Addis Ababa Revenue Bureau*

**City:** Addis Ababa

**Country:** Ethiopia

- Installing and configuring windows client workstations and Servers.
- Day to day management of back office task's (network monitoring, anti- virus, deployment, servers, update and patching ).
- Read technical manuals, confers with users, or conducts computer diagnostics to investigate and resolve problems or to provide technical assistance and support.
- Maintain records of trouble tickets, daily data communication transactions, problems and remedial actions taken, or installation activities.
- Set up equipment for employee use, performs or ensures proper installation of cables, operating systems, mobile devices, or appropriate software.
- Own issues through resolution, escalating to appropriate support member/team when necessary.
- Follow directives when given from peers and management.
- Work well with geographically diverse teams and users.

[23/09/2015 - 21/05/2018]

## Network Administrator

*Public Servants' Social Security Agency*

**City:** Addis Ababa

**Country:** Ethiopia

- Installing and configuring network equipment to update or fix hardware or software issues.
- Monitoring computer systems to improve network performance for computer systems and networks.
- Maintaining computer networks and systems including software, VPNs, routers and other physical hardware.
- Ensure network security and connectivity.
- Define network policies and procedures.
- Fully support, configure, maintain and upgrade corporate customer's networks and in house servers.
- Manage and maintain LAN and WAN networks.

## EDUCATION AND TRAINING

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[01/07/2018 - 12/07/2021]

### MA in Tax Administration

*Ethiopian Civil Service University*     [www.ecsu.edu.et](http://www.ecsu.edu.et)

**City:** Addis Ababa

**Country:** Ethiopia

[18/10/2010 - 05/07/2014]

### BSC Degree in Information Systems

*Addis Ababa University*     [www.aau.edu.et](http://www.aau.edu.et)

**City:** Addis Ababa

**Country:** Ethiopia

## LANGUAGE SKILLS

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**Mother tongue(s):** Tigrigna

**Other language(s):**

**English**

**LISTENING** B2 **READING** C2 **WRITING** C1

**SPOKEN PRODUCTION** B2 **SPOKEN INTERACTION** B2

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

## DIGITAL SKILLS

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Core Network Support | WordPress (Full Stack) | Network Maintenance and Troubleshooting | fullstack | Network System Design | Microsoft Office | Network Infrastructure (Advanced) | Python Language - Basic knowledge