

Accounting Associate Cover Letter

176 Kreiger Haven South Altaberg, ME 15948

Dear Gray Howell,

I would like to submit my application for the accounting associate opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for status of the financial condition of the organization by collecting, interpreting, and reporting key financial data.

Please consider my qualifications and experience:

- Understanding of the capabilities of the tools can identify problems and trouble shoot input errors
- Understands inter-relationships between departments
- Previous experience with Financial Reporting / Statement Preparation, Month-end Close, and Reconciliations
- Working knowledge of Xero and QuickBooks
- Work efficiently under time constraints
- BS/BA degrees in Accounting, Finance or related field preferred
- Experience with accounting ERP software systems
- Able to analyze situations to resolve problems

I really appreciate you taking the time to review my application for the position of accounting associate.

Sincerely,

Dylan Nitzsche