

Accounts Executive Cover Letter

561 Giuseppe GreensNew Jerome, CO 89880

Dear Ari Harber,

I submit this application to express my sincere interest in the accounts executive position.

Previously, I was responsible for services to vendors by training how to fill invoices adequately, providing statements and reply any inquiries.

Please consider my experience and qualifications for this position:

- B.Com (P), Experienced/Fresher
- Knowledge / experience of Tally, Excel, Word
- CA (Articles/Inter)
- Knowledge of Hyperion and Sun system will be an advantage
- Able to start work immediately or within short notice will be advantageous
- LCCI higher/Diploma in Accounting
- Minimum Diploma in relevant discipline
- Possess advanced knowledge of accounting principles

Thank you for your time and consideration.

Sincerely,

Max McCullough