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# Example of VP / Audit Manager Cover Letter

4986 Hickle Ridges  
Marvinview, TN 05397-8542

**Dear Shae Hodkiewicz,**

Please consider me for the VP / audit manager opportunity. I am including my resume that lists my qualifications and experience.

In my previous role, I was responsible for leadership to effectively improve compliance with regulatory, industry and contractual obligations, as well as information security policies and practices.

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

* Proficient in Microsoft products and extensive knowledge of Excel and PowerPoint a necessity, SharePoint and Tableau experience preferred
* Analytical thinker with experience working with highly complex processes
* Natural curiosity and comfortable asking questions to gain a better understanding
* Strong decision maker based on facts that consider both customer experience impacts and reduce overall risk
* Comfortable with providing difficult feedback and pushback when appropriate
* Focus on doing the right thing, not the easy thing
* Experience with the financial industry and related markets, regulatory bodies, and current industry events and trends, specifically in the areas of Global Markets, Wholesale Banking, Capital Markets, Broker/Dealer and applicable regulations such as DFA Swap Dealer, Volcker, FINRA, SEC and NASD rules
* Previous control design and testing experience and process mapping and improvement experience

**Thank you in advance for reviewing my candidacy for this position.**

Sincerely,

Sam Hintz