

Accounts Supervisor Cover Letter

18227 Fritsch Heights East Leonelhaven, FL 67875

Dear Onyx Emard,

In response to your job posting for accounts supervisor, I am including this letter and my resume for your review.

In my previous role, I was responsible for information to staff across the organization in regards to accounting policies and procedures.

I reviewed the requirements of the job opening and I believe my candidacy is an excellent fit for this position. Some of the key requirements that I have extensive experience with include:

- Extensive knowledge of payables, purchasing, treasury and general ledger processes and procedures
- Supervisor and employee management skills, including interpersonal and communication
- Knowledge of generally accepted accounting principles relating to payables and sales tax accounting
- Extensive knowledge of Oracle Accounts Payable and Purchasing
- Knowledge in AP Process
- Knowledge in Tax regulations on Invoicing
- Potential to supervise a growing and diverse team
- Have a proactive

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

Sincerely,

Ari West