

# Financial Planning Analyst Cover Letter

4508 Terrence Turnpike East Tishashire, CO 08549

**Dear Dakota Jerde,**

I would like to submit my application for the financial planning analyst opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for financial consulting and strategic support to the Retail division including analysis related to all reporting, planning and forecasting deliverables, financial presentations, ad-hoc financial and operational analysis, industry/peer group comparisons and other special projects.

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:

- CPA or progressing towards CPA
- Team focused, results oriented, and collaborative
- Knowledge of financial and managerial accounting & general accounting methods and principles
- Proficiency in financial systems to perform financial analysis (Encore, Khalix, DFT, Oracle)
- Analytical capabilities related to continuous improvement, IRR/payback calculations
- Requires effective written and oral communication skills sufficient to communicate with all levels of the organization, bankers and customers
- Proficiency with Excel, Word, Outlook with strong focus on spreadsheet applications
- Knowledge of economic, accounting principles and practices, and financial reports

**Thank you in advance for taking the time to read my cover letter and to review my resume.**

Sincerely,

