

New Accounts Cover Letter

60803 Alex CreekPort Donaldside, VA 03510

Dear Reese McClure,

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

Previously, I was responsible for appropriate and accurate documentation involving Letters of Credit and bank drafts and make available to customers and/or bank in a timely manner.

Please consider my experience and qualifications for this position:

- Key business performance indicator tool user (Nielsen)
- Strong knowledge of bank deposits, lending products, credit products and services preferred
- Knowledge of Microsoft Office Suite (Outlook, Excel, Word, Access & Internet Explore
- General knowledge of financial markets, investment classes, and business operation
- Knowledge of AML and KYC on-boarding requirements
- Knowledge of Investment Manager On-Boarding requirements
- Knowledge of both Bank and Broker On-Boarding requirements
- Expertise in report preparation

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

Sincerely,

Brooklyn Casper