

Operational Accounting Cover Letter

853 Marvin FordVickeyshire, WV 40710

Dear Ryan Dibbert,

I submit this application to express my sincere interest in the operational accounting position.

In the previous role, I was responsible for leadership in the development and monitoring of fiscal budgets and operational strategies to produce both short-term and long-term sustainability.

Please consider my experience and qualifications for this position:

- Perform monthly and quarterly analysis of direct expenses for all divisions to record accruals
- Present financial information to diverse groups within the company
- Create strong relationships with staff members to support fact-based decision making and to support staff with information for their decision-making requirements
- Ensure corporate compliance is met
- Review and post Accounts Payable invoices, Accounts Receivable transactions, Settlement files, and Sales Tax returns
- Review and approve advances and inventory purchases
- Review, approve and release wire transfers and electronic funds transfer to the bank
- Have sound understanding of company policy, procedures and ERP systems

Thank you for your time and consideration.

Sincerely,

Avery Mann