

Payroll Accountant Cover Letter

53461 West RidgeZulauffort, WY 62664

Dear Campbell Trantow,

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

In my previous role, I was responsible for biweekly General Ledger summary and detail reports to finance and assist with payroll general ledger adjustments.

Please consider my experience and qualifications for this position:

- AMB accounting system experience, preferred
- ADP Workforce Now and ADP E-Time experience, preferred
- Creating and generating Paychex benefits and payroll reports
- Vendor invoice reviews and reconciliation
- Reconciliation of vendor invoices & Paychex employee benefit deductions
- Experience implementing payroll projects highly preferred
- Strong reconciliation
- Experience with large ERP systems (SAP, Oracle, etc)

Thank you for taking your time to review my application.

Sincerely,

Ari Strosin