Project Accounting Cover Letter

853 Dillon RapidNew Terrieborough, SD 50938

Dear Peyton Greenfelder,

I am excited to be applying for the position of project accounting. Please accept this letter and the attached resume as my interest in this position.

In my previous role, I was responsible for leadership to the water business of Black & Veatch in the Detroit area, working closely with local and regional professionals, toward business growth with key clients including the Great Lakes Water Authority.

Please consider my qualifications and experience:

- Provides analysis of financial information, estimates of administrative costs and the preparation of forecasts and cost records
- Responds to client inquiries and audits relative to costs and billings arising in the project office
- Assists the General Construction Superintendent, Construction
 Superintendent, and/or Project Manager with client negotiations below
 contract level and works with client representatives to interpret provisions of
 contract as it relates to accounting and jobsite administration
- Makes annual salary review of administrative employees and forwards to Controller for approval and further handling
- It is mandatory to be within a commutable distance to Tempe, AZ
- A thorough knowledge of standard Contract terms in multi-element commercial agreements
- Good written and verbal English communication skills in working with internal cross-functions
- Willing to work on EMEA or North America time zones periodically for communication with the Project Managers and other internal stakeholders

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

Sincerely,