

Supervisor, Accounts Payable Cover Letter

1124 Harland PlazaGibsonburgh, KY 60755

Dear Reese Kuvalis,

I am excited to be applying for the position of supervisor, accounts payable. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for support for Accounting Department initiatives as well as improve Accounts Payable processes by participating in companywide initiatives.

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:

- Shared Services Center environment (preferred)
- Experience in "Facturacion Electronica" for Mexico (Tax laws and requirements)
- Experience in P2P Process for Central and LATAM countries (Preferred)
- Experience managing, supporting, reporting to different Business Units/Countries (Preferred)
- Microsoft Office (Excel and PowerPoint Advanced Level able to create Macros, Pivot Tables, Charts, etc)
- Accounting Systems (SAP preferred)
- Recommends process improvement and automation
- Uses creative approaches to challenges and is solutions-oriented

Thank you for considering me to become a member of your team.

Sincerely,

Brooklyn Kub