

Temporary Analyst Cover Letter

2693 Darius Mountain North Josue, MO 13789

Dear Quinn Yundt,

I submit this application to express my sincere interest in the temporary analyst position.

In my previous role, I was responsible for assistance with processing documents (e.g., filing, scanning, database entry, etc.), formatting documents, preparing for due diligence, arranging/executing domestic and international shipments and associated paperwork, and coordinating/planning events and meetings, as requested.

Please consider my experience and qualifications for this position:

- MBA & financial certification preferred
- Accounting and audit background
- Proactivity and problem solving orientation
- Strong Financial Acumen, Presentation Skills and follow-up and planning skills
- Qualified financial knowledge in P&L, Cost and Pricing
- Intermediate level in working knowledge of systems
- Well versed in Microsoft Word and PowerPoint
- Critical reviewer and creative thinker

Thank you for your time and consideration.

Sincerely,

Spencer Christiansen