

Travel Accountant Cover Letter

41394 Mante RidgesLake Charlottmouth, OK 84438-1719

Dear Azariah Schmeler,

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

In my previous role, I was responsible for technical guidance to Project Managers, Buyers, Accounting and Finance teams as it relates to Company Capital Policy, accounting for asset transactions and processes.

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:

- Solid understanding of accounts receivable and accounts payable principles
- Experience with corporate travel or purchasing card programs beneficial
- Strong analytical skills with a focus on functional accounting and quality assurance
- Communicates in a highly effective manner (verbal and written), interpreting complex information and thoughtfully expressing his/her viewpoint analysis or conclusions
- Willingness to learn and understand the end-to-end processes
- Post secondary education in a finance related discipline, willing to undertake further studies and develop financial skills
- Possess strong initiative to resolve issues and pursue opportunities as they are identified
- Bank of America (The Works) experience preferred

Thank you for your time and consideration.

Sincerely,

Justice Friesen