

Travel Accountant Cover Letter

401 Adena Heights North Kiethchester, NY 02398-5130

Dear Phoenix O'Connell,

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 management with recommendation for continuous improvement in business processes, internal controls deficiencies and accounting procedures.

My experience is an excellent fit for the list of requirements in this job:

- Perform reconciliation as deemed necessary
- Assist in creating, updating and maintaining the employee master data
- Assist in both internal and external audit
- Work on ad hoc or special projects as directed by management
- Experience working in a shared service center preferred
- Experience in SAP, Oracle or Ariba preferred
- Amenable to be based in BGC, Taguig City
- Experience in AP, T&E or other F&A is advantage ·Fluent in English in both writing and speaking

Thank you for your time and consideration.

Sincerely,

Robin Gerhold