

Treasurer Cover Letter

378 Schowalter Orchard West Emmaline, KS 34827-6915

Dear Shiloh Moore,

I would like to submit my application for the treasurer opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for key working capital management and analysis to key business decision makers while also working to drive improvement in cash conversion cycle.

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:

- A "make things happen" attitude and approach
- Structured, Systematic and able to manage many activities in parallel, in a matrix structured organization
- Assertive, ambition & Insistence
- Verification of Customer / Teller Deposits (Cash & Other)
- Make-up cash orders for of payrolls/ floats
- Bulking of cash for daily banking
- Withdrawals from Bank (Order / Recorded / Verified)
- Daily balancing of cash – CASH CHECKED / COUNTED and VERIFIED

Thank you for taking your time to review my application.

Sincerely,

Marion Klein