

CHAD GIBBONS

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🌐 Hardin lane, Ottawa 11023

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JULIANA SILVA

Founder Thynk Unlimited.
123 Anywhere St., Any City,
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Dear Ray San,

I am writing a letter to express my interest in the role of junior accountant in your company. I am thrilled to express my skills and experience in the field of a junior accountant. I have graduated degree in accounting from Henry school of business and had an experience of one year in an accounting firm.

As a highly motivated accountant, I am professional and can manage daily accounting and financial tasks. I can prepare and maintain financial reports and documents and have strong problem-solving skills. I am a critical thinker with high competency in Maths.

I have also achieved an internship experience in bookkeeping, journal entry preparation, and financial statement analysis. Therefore I can demonstrate accounting in QuickBooks, MS Excel, and financial and have strong management capabilities. As a self-driven motivated individual with a positive attitude eager to contribute my skills and passion to your team, I am looking forward and willing to learn more technical skills in my career.

Thank you for taking my applications into consideration and hope well forward to discussing my experience and skills opportunities with your team and contributing to your organization.

Sincerely,
Chad Gibbons