**FINANCE COVER LETTER**

New York, 1/30/20XX  
  
Mr. Laura Jones  
Head of Human Resources  
XYZ Inc.  
3010 Park Drive  
New York City, NY 10923

Dear Laura,

I’m reaching out to you about your recent opening for a financial advisor position at Cash Bank International. As a finance professional with 6+ years of experience and a customer of the New York branch of your bank, I’d be happy to provide you with my financial and consulting expertise. In my recent position at Cloud Co. I managed the company’s internal systems and prepared financial plans for 150+ clients, maintaining a 98% client satisfaction score.

I know that the key project for this role will be to coach new financial advisors. My direct supervisor at Cloud Co. commended my advisory skills and assigned me to train three other employees. I helped them increase client returns by up to 10% each. Two of the employees I supported soon become top performers. I was also responsible for running financial investment seminars for prospects, which helped to grow the company’s client base by 20%.

Obtaining a role of a financial advisor at Cash Bank International would be an exciting challenge for me. I’m eager to address your clients' financial needs and help you increase the client base in a newly-opened venue. I believe I can contribute substantial numbers, just I as I did at XBanking where I exceeded sales targets by 10% in 3 months.

Can we schedule a call next week to talk about how I could transfer my finance and upselling skills to your company?

Sincerely,  
  
Roy Meyers