**ACCOUNTING COVER LETTER**

Having achieved a solid foundation of knowledge in my career of accounting, I am interested in furthering my understanding by seeking new challenges in the accounting field. I would like to express my interest in consideration for a position at your company and have enclosed a resume for your review and consideration.

After achieving my Bachelor of Science degree from Northwest College and completing more than four years of public accounting experience and an additional four years in private accounting I have gained the skills to be a valuable asset to your organization. My knowledge and background in income tax preparation provides a strong foundation that allows for accurate and thorough work. I am extremely computer literate and have extensive experience with a number of different accounting programs. I have made a habit of personalizing programs to ensure that optimal productivity is achieved.

In my experience with a small CPA firm, I have had the opportunity to familiarize myself with a variety of accounting specialties. You will find me to be an exceptionally versatile employee that is comfortable managing clients ranging from struggling small business to established corporations. My comfortable demeanor gives me the ability to command taxing situations while encouraging a sensible, composed atmosphere. I am confident that my detail-oriented work habits will aid in the efficiency of your institution while my positive attitude will make me a seamless addition to your team.

It is my intention to establish a time when we can further discuss how my talent, responsibility and self-motivation will fit the needs of your company. Thank you for your time and consideration.  I look forward to speaking with you soon.