**ACCOUNTING COVER LETTER**

Due to corporate restructuring, I am currently seeking a position that fully utilizes my 20+ years of experience in general accounting, month-end close, cash management and financial reporting.

Throughout my career, my desire to learn and grow has given me the ability to easily adapt and master several different accounting software systems from QuickBooks and Peachtree to Solomon and Great Plains in multiple industries. When given a new task, I work hard to complete it in a manner that is both timely and accurate; I believe in working smarter, not harder. Other highlights during my career include:

* Reconciled over 8 years and $150M in Inter-company transaction manually within a few months of taking the position for 6 different companies in 5 different currencies.
* Converted the sales, use and business license tax filings for two different companies in 30 locations from a manual process to an almost 100% electronic process, thus reducing the time needed to file from 7 days to 2 days.
* Lead the successful conversion from Peachtree to Great Plains and managed and maintained the Great Plains and FRx software and databases for a total of nine separate companies.
* Participated in another conversion from QuickBooks to Great Plains and helped train all current and new employees on the use of Great Plains and FRx software for the two US and seven international companies.
* Negotiated with vendors to save over $30,000 in expense spending annually in a successful effort to eliminate the reliance on a $3 million line-of-credit.

I am interested in securing a position where my abilities and qualifications will be fully applied for our mutual benefit. I welcome the opportunity to meet with you and elaborate on how I can make a substantial contribution to your company’s profitability. I can be reached by phone or E-mail at your convenience.