**ACCOUNTING COVER LETTER**

Please accept my resume in consideration of the accountant position. After reviewing the description, I believe I am a very solid candidate for the job due to my extensive accounting/tax background, strong organizational skills and ability to work with a wide range of professionals.

Throughout my career, I have established myself as an exceptionally successful and effective accounting and tax preparation professional. My deep understanding of accounting principles, familiarity with federal and state laws/regulations and outstanding customer service skills are the reasons I have thrived in these roles.

My organizational skills also set me apart from other individuals. My incredibly thorough nature, coupled with my ability to make strong decisions, ensures that the projects I oversee are completed in an efficient and productive manner. Additionally, my sound time management skills allow me to successful multi-task several projects at once.

In addition to my accounting/tax background and organizational skills, my ability to work with a wide range of professionals has always been an invaluable resource to my employers. Throughout my career, I have always worked well with people of varying backgrounds. My strong communication skills ensure that my place of employment remains productive and professional.

I have attached my resume for your review and would like the opportunity to answer any questions you may have for me and hear more about your organization and the accountant position. I look forward to the chance to share my enthusiasm in person.