



Date: 21st September 2022

Cover Letter

MUHAMMED SAJID

SENIOR ACCOUNTANT

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Dear Hiring Manager,

I wish to express my interest in the position of Accounts and Finance role within your company. Given my vast ten years' experience as Senior Accountant and Auditor in Accounts and Finance department

My work experience in the position of Senior Accountant and Auditor giving me varied skills and the ability to work with many different types of people, I believe could fit easily into your team, flexible quick to pick up new skills, eager to learn from others, also have lots of ideas and enthusiasm and keen to work for a company with a great reputation like you.

I am graduated in B,Com from Kerala University and studied for M.Com from Annamalai University and Institute of Cost Accountants of India and have work experience in Financial Accounting & Reporting up to Finalization, Bank Reconciliation, Cash Flow Statement, Fixed Asset Management, Auditing, Budget and Variance & Forecast Analysis, Management Accounting and UAE Value Added Tax (VAT)

I believe, I am an excellent match for your senior Accountant position and looking forward to the possibility of discussing my qualification with you and how I can contribute to your organization and attached resume for your review and would like to follow up coming days

Thank you for your precious time and consideration of allowing me to join this dream team.

Sincerely,

MUHAMMED SAJID