

To: Imagine1day International Organization

Subject: Application for Finance Officer

Dear Sir/Madam,

I am excited to apply for the position of Finance Officer with my strong interest in joining your organization. With my understanding of accounting principles gained throughout my educational background, as well as my superior organizational and analytical skills, I am confident that I would significantly contribute to your company in this role.

I have been working for over eight years in humanitarian organizations and governmental offices, which has helped me develop financial computation skills and interpersonal skills. My on-the-job experience has provided me with a well-rounded skillset, and I am familiar with MS Office and accounting software such as Peachtree, QuickBooks, and currently working on SunSystem. In addition to my computer skills, I am proficient in financial management.

I am a committed individual with commendable enthusiasm and a professional curiosity to learn new things. Considering my profound interest and passion to work in your esteemed office, as well as my relevant academic study and professional experience, I hope and expect that your esteemed organization will give my application favorable consideration.

Yours sincerely,

Bethlehem Gizaw