

AJISEGIRI, ADEPEJU NIMOTALLAH

Accounts Payable Specialist | Financial Reporting | Purchase Orders | Cost Management

+4917641700813 @ sowemimoade123@gmail.com

COVER LETTER

Dear Hiring Manager,

I am excited to apply for the **Accounts Payable Specialist** position at your esteemed organization. With a strong background in financial process optimization, vendor management, and payment accuracy, I am eager to contribute to your team's continued success. Your company's commitment to financial excellence aligns perfectly with my skills and passion for driving efficiency in accounts payable operations.

In my role as an **Accountant at Lagos State Public Works Corporation**, I identified inefficiencies in the payment processing system and led an initiative to implement a more robust workflow. This resulted in a **20% reduction in transaction errors within six months** and improved financial reporting accuracy to **98%**. Additionally, I streamlined purchase order workflows, cutting processing times by **25% monthly**, ensuring timely payments, and strengthening supplier relationships.

Beyond my technical expertise, my experience in both **accounting and geriatric care** has sharpened my attention to detail, problem-solving skills, and ability to perform under pressure. My proficiency in **Microsoft Office Suite, ERP systems, and bilingual fluency in English and German** further equip me to excel in a fast-paced financial environment.

I welcome the opportunity to discuss how my expertise can support your organization's financial objectives. I look forward to the possibility of an interview where we can explore how I can add value to your accounts payable team.

Thank you for your time and consideration.

Sincerely,

Ajisehiri Adepeju Nimotallah
Accounts Payable Specialist