* Chenxi Jin
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24th October, 2018

Dear Sir/Madam,

I am a highly motivated individual, who also possesses a positive and professional attitude at all times. Therefore, I believe I would thoroughly enjoy the challenge and the opportunity to learn and grow whilst working in Australia.

I have completed my master’s degree in Accounting and Finance in June 2017. My further studies have provided me with a range of practical capabilities and strengthened knowledge of accounting that will meet my desired career. While completing my degree I participated in volunteer work including providing orientation to new students in their transition to university life as well as assisting in graduation ceremonies. In addition to the volunteer work, I also had a separate part-time job while studying.

I have 4 years of accounting experience acquired through various work experiences prior to commencing my master’s degree, including an internship at a Japanese accounting agency and a Korean bank. Through these experiences, I have developed sound practical skills as an accountant. My experience at Hana Bank, which is the third largest bank in South Korea, has also improved my communication skills and proven my ability to be adaptable and resilient when placed in a fast-paced work environment.

I am confident that the combination of my work experience and educational background has adequately equipped me with the required skills and knowledge to be a valuable member in your company. My prior experiences have also shown me the importance of professionalism and work ethic required for long-term success in the field.

I have attached my most recent CV along with this letter for your consideration. I would very much like the opportunity to further discuss my application with you at an interview.

I thank you for your time and expectantly wait to hear a positive response from you.  
  
Yours sincerely,

Chenxi Jin