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**3rd November, 2016**

TO: ACCOUNTANTS GLOBAL.

Dear Sir,

**RE: ACCOUNTANT.**

Having achieved a solid foundation in my career, I am interested in furthering my understanding by seeking new challenges in the Industry. I would like to express my interest in consideration for the above in your company and have attached Curriculum Vitae for your review and consideration.

Backed by solid credentials (CPA-K) and proficiencies in generally accepted accounting practices as well as, QuickBooks, Sage and Pastel Evolution, I have experiences working in diverse industries tasked with providing services and financial analysis for program and general operations and working closely with the management to ensure that the financial planning are in sync. My knowledge and background provides a strong foundation that allows for accurate and thorough work. My experience has given me an opportunity to familiarize myself with a variety of financial specialties. I proofed to be an honest, enterprising, hard-working and technically skilled specialist known for accuracy, attention to detail and timeliness in managing disbursement functions for diverse-industry.

You will find me an exceptionally versatile employee that is comfortable managing clients ranging from small business to established corporations. My comfortable demeanor gives me the ability to command taxing situations while encouraging sensible, composed atmosphere.

It is my intention to establish a time when we can further discuss how my talent, responsibility and self-motivation will fit the needs of your company. Thank you for your time and consideration. I look forward to speaking with you soon.

Yours faithfully,

Geoffrey Ngeno.