MWERA CHARLES

P. O BOX 3900-30100

ELDORET

Email, mwera41@gmail.com

11th MARCH, 2017

TO

DEAR SIR/ MADAM

RE: **APPLICATION FOR THE ACCOUNTANT**

I am writing in relation to the above mentioned position. As advertised, I possess experience in accounting and financial management and am graduate from MOI University with a bachelor degree in business management, finance and banking option.

Over and above, my approach to my work goes beyond my job description, as I am always looking for ways to improve efficiency and reduce costs. I am well versed in leading teams.

I am dynamic and able to utilize my interpersonal, organizational, communication and professional skills to full potential, hence producing quality work for the company and for the society. I am also computer literate, reliable, team player with leadership skills and of high integrity, competent and able to work in challenging environment to optimize production with high levels of efficiency.

I am looking forward to playing a vital role in accounting, financial decision-making and adding significant value to your organization. I would also like to mention that I am looking forward to join your organization and offer my contribution in its financial stability and development, thereby assisting in the growth of the organization within the market financially.

Being part of you is of great interest to me and I look forward to hear from you soon.

Yours faithfully,

MWERA CHARLES MAROA

Mobile No: +254 720133596/+254 731613951

Email: [mwera41@gmail.com/](mailto:mwera41@gmail.com/) mwera55@yahoo.com