

# Jordan A. Smith

January 16, 2026

Acme Corporation

RE: Career Change Treasury Analyst

Dear Hiring Manager,

I am excited to apply for the Career Change Treasury Analyst position at Acme Corporation, as advertised on LinkedIn. With a strong background in financial analysis and a passion for optimizing cash flow and risk management, I am eager to bring my skills to a dynamic team like yours. Acme's commitment to innovative financial solutions aligns perfectly with my career goals, making this opportunity particularly appealing to me.

In my previous role as a Financial Analyst at XYZ Inc., I successfully led a project that streamlined the company's forecasting processes, resulting in a 20% reduction in forecasting errors. By implementing a new financial modeling tool and training team members on its use, I enhanced our ability to predict cash flow needs with greater accuracy. Additionally, I was responsible for analyzing and managing a multi-million dollar investment portfolio, where my strategic decisions increased returns by 15% over two years. These experiences have equipped me with a solid foundation in financial management and an analytical mindset that I am eager to apply in a treasury environment.

Moreover, I have a strong track record in collaboration and communication, having worked closely with cross-functional teams to align financial strategies with corporate objectives. I believe that my ability to translate complex financial data into actionable insights will be beneficial for Acme Corporation as it navigates the complexities of treasury operations. I am particularly drawn to the opportunity to contribute to your treasury team, leveraging my experience to support effective liquidity management and risk assessment initiatives.

I would welcome the opportunity to discuss how my background, skills, and enthusiasms align with the needs of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your team and am eager to share my ideas in further detail.

Sincerely,

Jordan A. Smith