

# Jordan Lee Thompson

January 16, 2026

Acme Corporation

RE: Entry Level Financial Examiner

Dear Hiring Manager,

I am excited to apply for the Entry Level Financial Examiner position at Acme Corporation, which I discovered on your careers page. With a recent Bachelor's degree in Finance from State University and a passion for financial analysis and compliance, I am eager to contribute my skills to your esteemed organization. Acme's commitment to integrity and excellence in financial examinations aligns perfectly with my professional values and aspirations.

During my academic career, I completed an internship with the Financial Regulatory Authority, where I assisted in the evaluation of financial statements and compliance reports. Through meticulous attention to detail, I helped identify discrepancies in reporting practices that resulted in enhanced compliance measures. Additionally, I was part of a team project that analyzed market trends and presented findings to senior analysts, which not only improved my analytical skills but also honed my ability to communicate complex financial information succinctly.

Furthermore, I served as the treasurer for the Finance Club at State University, where I was responsible for managing a budget of over \$10,000. This experience taught me the importance of financial oversight and accountability, as I implemented a new tracking system that reduced discrepancies by 30%. I believe that my proactive approach to problem-solving and my strong analytical capabilities will allow me to make a meaningful impact as part of Acme Corporation's financial examination team.

I am very enthusiastic about the opportunity to further discuss how my background, skills, and passions align with the goals of Acme Corporation. Thank you for considering my application; I look forward to the possibility of contributing to your esteemed team.

Sincerely,

Jordan Lee Thompson