

Samantha R. Martinez

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Acme Corporation

RE: Entry Level Forensic Accountant

Dear Hiring Manager,

I am writing to express my enthusiasm for the Entry Level Forensic Accountant position at Acme Corporation, as advertised on your careers page. With a strong academic foundation in accounting and a keen interest in forensic analysis, I am excited about the opportunity to contribute to your esteemed team while further developing my skills in a dynamic environment.

During my studies at State University, I excelled in my coursework, particularly in forensic accounting and fraud examination, earning a place on the Dean's List for three consecutive years. In my internship at XYZ Accounting Firm, I was part of a team that conducted a financial investigation involving potential embezzlement. My role included analyzing financial records and assisting in the preparation of reports that were integral to the investigation's findings. This experience honed my analytical skills and taught me the importance of attention to detail when examining discrepancies in financial data.

Additionally, I successfully completed a capstone project focused on the assessment of internal controls in small businesses, where I identified key vulnerabilities and proposed actionable recommendations that were well-received by my professors and industry professionals alike. My ability to communicate complex financial information clearly, both in writing and verbally, will allow me to effectively collaborate with team members and contribute to client success.

I am eager to bring my strong analytical skills and passion for forensic accounting to Acme Corporation. I look forward to the possibility of discussing my application further and am excited about the opportunity to contribute to your team. Thank you for considering my application.

Sincerely,

Samantha R. Martinez