

Jordan Taylor

January 16, 2026

Acme Corporation

RE: No Experience Financial Planning Analyst

Dear Hiring Manager,

I am writing to express my enthusiasm for the No Experience Financial Planning Analyst position at Acme Corporation, as advertised on LinkedIn. With a strong academic background in finance and a passion for analytical problem-solving, I am eager to contribute to your team and support the financial goals of your organization.

During my studies at State University, I excelled in courses such as Financial Analysis and Investment Strategies, where I completed a comprehensive project analyzing the financial health of a local business. This project not only sharpened my analytical skills but also involved presenting my findings to a panel, which helped me develop my ability to communicate complex financial concepts clearly and effectively. Additionally, I interned with a local non-profit organization, where I assisted in budgeting and forecasting efforts. This experience taught me the importance of meticulous financial planning and the impact it can have on achieving organizational objectives.

I am particularly drawn to this role at Acme Corporation because of your commitment to innovative financial solutions and fostering a collaborative environment. I am eager to leverage my strong analytical skills and academic knowledge to assist your team in making informed financial decisions. I am confident that my proactive approach and willingness to learn will make me a valuable addition to your department.

I would love the opportunity to discuss how my background and enthusiasm for financial planning can contribute to the success of Acme Corporation. Thank you for considering my application, and I look forward to the possibility of speaking with you soon.

Sincerely,

Jordan Taylor