

# Jordan Blake Thompson

January 16, 2026

Acme Corporation

RE: Relocation Accountant

Dear Hiring Manager,

I am excited to submit my application for the Relocation Accountant position at Acme Corporation, which I discovered on LinkedIn. With a profound understanding of relocation accounting practices and a passion for facilitating seamless transitions for employees, I am eager to bring my expertise to your esteemed organization.

In my previous role as a Senior Accountant at Global Moves Inc., I successfully managed a portfolio of over 100 international relocations annually. I implemented a new tracking system that reduced processing errors by 30%, significantly improving the efficiency of our accounting procedures. Additionally, I played a key role in preparing detailed financial packages for relocating employees, ensuring compliance with international tax regulations, which enhanced client satisfaction ratings by 25%. My ability to collaborate with cross-functional teams, including HR and tax advisors, has allowed me to deliver tailored solutions that meet both employee needs and company objectives.

I am particularly impressed with Acme Corporation's commitment to employee development and the support systems you have in place for your relocating staff. I am enthusiastic about the opportunity to leverage my skills in relocation accounting to contribute to your mission. I am looking forward to the possibility of discussing how my background, skills, and enthusiasms align with the goals of Acme Corporation. Thank you for considering my application.

Sincerely,

Jordan Blake Thompson