

# Part time position in a reputed accounting firm - resume cv example

[Finance](#)



## **Part Time Position in a Reputed Accounting Firm**

As an accountant assistant, I have assimilated and recorded data using appropriate methods, tools, and technology. I have assisted the junior accountant in reviewing relevant information and meeting project deadlines. In addition to this, I have gathered valuable, first-hand experience in cultural diversity and individual differences and perspectives. I would appreciate the opportunity to meet you to discuss my qualifications and the opportunity for a position in your company. Thank you for your time and consideration in reviewing my application. I will contact you within the next ten days to confirm your receipt of my application and to answer any questions.

Thank you very much for the opportunity to discuss openings at the entry-level in the accounting department of ..... I enjoyed meeting with you and learning more about your company and the career paths available. I am confident that a career at ---- will present many exciting opportunities for me to develop my potential and be an asset to the company.

I believe that my personal skills and the solid foundation in commerce which I have developed through my studies at the University of Toronto equip me for an entry-level position in your company. I would like to add that the Choi Jung Ho Accounting Tax Service achieved their best record for accuracy during the summer I worked there. I am confident that I have the accounting savvy necessary to ensure that I will be a productive and profitable accountant at -----.

I can be reached at 123-456-7890 or by e-mail. I look forward to speaking with you soon and will keep in touch with you in the hope that you will give me the opportunity to join your firm. Thank you once again for your time

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and consideration.

Sincerely,