

Letter of intent on an accounting position

Finance



It is recommended then that the management hire additional personnel who can perform HR functions. Supervisors must not handle any monetary or financial concerns. In the existing case, the supervisor can report a bigger payroll (compared to actual) to the accountant which is a situation we must avoid. Fraud is a serious matter, in fact, a criminal offense. However, it is mainly the management's responsibility to impose policies and set guidelines for its employees. Control features such as daily cash report and periodic audit must be institutionalized so that the company's financial interest would be protected.

I am very willing to discuss any matter which needs additional clarification.

Thank you for trusting my services.