

John Susan Oluwakemi

Lagos, Nigeria.

2nd October, 2026.

Dear Hiring Manager,

My name is John Susan Oluwakemi, and I'm a detail-oriented accounting professional applying for the Financial Accountant position at your organisation.

I'm interested in this position because it aligns with my skills in financial reporting, reconciliation, and maintaining accurate financial records. I'm also confident in my ability to analyse financial data, apply accounting standards, and support sound business decisions. In my previous roles, I gained significant experience in preparing financial statements, managing accounts payable and receivable, and supporting monthly and year-end closing. I regularly reconciled accounts, reviewed ledgers for discrepancies, and prepared clear financial reports for management. I have consistently met reporting deadlines and supported audits and budgeting.

When working with figures, I believe in accuracy and integrity first. Rather than relying on assumptions, I verify every entry, investigate variances carefully, and communicate my findings clearly to colleagues and stakeholders. My approach to accounting is simple: keep meticulous records, follow established standards, pay close attention to detail, and follow through until every report is accurate and complete. I am confident that my experience, analytical skills, and commitment to accuracy would make me a valuable addition to your finance team.

Thank you for considering my application. I would appreciate the opportunity to discuss how my experience and skills can contribute to the success of your organisation.

Kind regards,
John Susan Oluwakemi

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