

JASMINDER DAU
12-9876 Barclay Street
Vancouver, BC V5Z 1T1
(604) 855-9098
jasmidnerali@hotmail.com

DATE

Mr. Joe Evans
Director of Recruiting
TFC – Transnational Financial Corporation
50 King Street West, 28th Floor
Toronto, Ontario
M5L 1G2

Dear Mr. Evans,

I came across your job posting while conducting my job search and I am very intrigued by what TFC has to offer. Specializing in accounting and finance market niches, it seems your company serves a wide variety of people while making its mark in the corporate world. Between your Project Resourcing and Financial Search divisions, gaining experience and working in these fields would be a huge opportunity for me to learn from the best and ignite a career in the financial industry.

During my time in university I have had the opportunity to work on many projects. One of them specifically was a five-year financial forecast for a restaurant chain, involving analyzing scenarios for possible expansion. This project taught me how to effectively conduct analysis and reconciliation of the company's accounts and sub ledgers, skills that are heavily stressed for this job opportunity. I also used many computer programs such as Simply Accounting, so I have further honed my technical skills in the process. The lessons gained in this experience I feel have prepared me to face tougher challenges in a professional setting.

Working as a customer service representative at the Royal Bank of Canada has given me the necessary interpersonal and organizational skills required for any service industry. I interacted with many clients and served all their needs, while ultimately winning an award for being an outstanding summer student performer during my stage. This experience dealing with the cliental has given me the confidence required to further pursue a career in financial services, and I feel equipped to embark on this journey immediately.

Can we set up an appointment to meet? I would greatly appreciate the opportunity to sit down and discuss any potential opportunities that may arise, and can be reached at (604) 855-9098 or jasmidnerali@hotmail.com. Thank you for your time and consideration.

Regards,

Jasminder Dau