

## Contact

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AUGUST 01, 2026

Hiring Manager  
Acme Corporation  
Providence, RI

Dear Hiring Manager,

I am thrilled to apply for the General Accountant position at Acme Corporation, a company renowned for its commitment to excellence and innovative practices, where my passion for meticulous financial analysis dovetails with your organization's mission. My experience in maintaining accurate financial records aligns seamlessly with the responsibilities outlined for the role, ensuring clarity and efficiency in every task.

While studying for my Bachelor of Science in Accounting, I served as a Student Accounting Assistant at a university research lab from January 2025 to Present. There, I participated in organizing various receipts and invoices along with collaborating with faculty members to prepare detailed budgeting reports. This role demanded an eye for detail and strong organizational skills, both of which I have come to appreciate, especially during rigorous audit months.

Moreover, during my capstone project, I spearheaded the creation of a financial tracking application. This chaotic yet exciting endeavor allowed me to analyze data requirements and improve our documentation processes significantly. I learned to embrace teamwork while meeting tight deadlines, confronting challenges that tested both my technical and interpersonal skills along the way.

Additionally, I hold two certificates in data analytics and Excel for business, both crucial in today's data-driven environments. The analysis involved in my previous internships provided me with a robust foundation in financial reporting and reconciliations, prepping me for the demands of this accounting position. I thrive in environments that require collaboration and positive relationship-building skills—a priority at Acme Corporation.

Though there are moments of self-doubt, I am committed to improving daily and learning from the experienced professionals around me. I believe my fresh perspectives can bring unique insights to your team. I look forward to harnessing my skills at Acme Corporation to contribute to your financial accuracy and team objectives.

Thank you for considering my application.

Sincerely,

*Magnolia Curry*

**Magnolia Curry**