

# Daniel Thompson

## Senior Fund Accountant

📞 (312) 555-0198

✉️ daniel.thompson@example.com

🌐 <https://linkedin.com/in/danielthompson>

📍 4567 Oak St, Chicago, IL 60614

MAY 28, 2026

Hiring Manager  
Acme Financial Services  
Chicago, IL

Dear Hiring Manager,

I am eager to express my candidacy for the Senior Fund Accountant position at Acme Financial Services, a role that resonates deeply with my extensive experience in akin domains. For over four years, I have immersed myself in fund accounting, particularly orbiting around the intricacies of real estate private equity, managing financial statements and ensuring accuracy within all operational frameworks.

Working amid dynamic settings has shaped my professional instincts; I notice patterns others overlook. I successfully reconciled complex cash balances and calculated NAVs at quarter-end, finding clarity amidst chaos. Tasked with preparing financial statements like Balance Sheets and Statements of Operations, I commit to delivering excellence at every turn.

I often mentor junior staff, guiding their growth while enhancing team capabilities; together, we tumbling through projects that would overwhelm many. Collaboration with clients and auditors during year-end audits has become second nature—a process shaded with moments of both tension and triumph.

I'd love to join your acclaimed team at Acme Financial Services, marvelling at how your culture encourages balance and collaboration within the workplace. As I enhance my financial acuity, I am keen to contribute measurable outcomes that align with your company mission.

I am excited about the opportunity at Acme Financial Services. With my skills and your vision, I believe we can create something remarkable together. It excites me to think about contributing my knowledge to your esteemed organization.

Thank you for considering my application.

Sincerely,

*Daniel Thompson*

**Daniel Thompson**