

Job

Application Letter

Michael Carroll
2345 Old Joppa Road, Joppa
Maryland, USA

Dear Mr. Michael,

I have completed my degree in accounting from University of USA in 2003. I am writing this cover letter for the position of Certified Public Assistant (**CPA**). I have special interest in corporate tax terms, conditions and implications. I am in market to serve as accountant as I have also completed my CPA in 2005.

It will be honor for me to work as a part of your organization and utilize my skills, knowledge and experiences in the best interests and growth of your organization. I look forward for a personal meeting with you in this regard. I will always be there to make my best efforts for good will of organization. Please communicate with me on the contacts mentioned above.

Thanks for considering my request.

Sincerely,

Johnson Mercy
876 Bank Street, Jacksonville
Florida, USA

1-987-6543210

Enclosure

[Address 1][Address 2][City, ST ZIP
Code]
[Telephone]
[Email]
[Website]