

**12 Smithfield St
Islington
London, N1 4RC
0796 671 8887
jamesm@example.com**

11 March 2010

Dear Mr Packer,

Ad Pricing Analyst vacancy

I am interested in applying for the above Ad Pricing Analyst vacancy.

I am very ambitious, and have an excellent work ethic, so I'm sure I would be able to assist you in this deadline driven environment.

My experience and skills relevant to the current advertised role are: proficiency in managing company finances, including completing Tax Return forms, liaising with the Inland Revenue and Companies House; experience of producing management reports; working with the company's external auditors and CEO to complete statutory accounts and tax filings; overseeing day-to-day transactions and payments to and from company; working with all departments to install appropriate internal controls and to monitor regularly adherence to agreed controls; developing and maintaining company's procedures manuals, and the ability to manage junior staff.

I am passionate about improving the online customer experience and driving sales. I would love the opportunity to bring my enthusiasm and ability to your firm.

I hope you will find my CV fits in with your requirements.

Yours faithfully,

James Miller.