**KIMARA TEMBONI**

 **DAR ES SALAAM**

 **25TH May 2023.**

**Human Resource Department,**

**Bolt, Global Talent Solutions**

**Mtwara, Tanzania**

 **Re: Application for Position of Accountant**

**Dear Sir**

I am writing to express my interest in the Accountant position at your organization. With eleven years of experience in the Accounting, finance, auditing and taxation, I am confident that I possess the skills, knowledge, experience and expertise necessary to excel in this role and make a valuable contribution to your team.

Through my career, I have gained extensive experience in preparation of financial statement (statement of financial positions, statement of comprehensive income and statement of cash flow), accounts payable processing, accounts receivable managements, internal check and internal control process, taxation, petty cash management and control, reporting, reconciliation, payroll management and statutory audit supports.

I have developed deep understanding of Financial statements preparations both interim and final by passing all adjustments (Example accrual income and expenses, prepaid income and expenses, depression expenses), Reconciliations of suppliers and vendors accounts, bank accounts both local and foreign currencies, Review of procurement supporting documents before making payment to them; [Three way matching that requires a payment voucher to be matched to supplier’s invoice, purchase order (PO) and good received note (GRN)], Compliance with tax laws and other statutory requirements and preparation of taxes such as corporate tax, withholding tax, VAT return, payroll taxes and City services levy, Preparing accounts payables and receivables reports, this includes accounts payable and receivable ageing analysis, listing and accounts payable and receivable control account, Stock control and reconciliation.

I am particularly drawn to your organization because of your Company culture and Product and services you are offerings. I am excited about an opportunity to work with a team of talented individuals who are dedicated to Company mission and Value). I am confident that my skills and experience would be a valuable asset to your team and contribute to the growth and success of Bolt.

Please find attached my resume (CV) and cover letter. I would be happy to provide any further information you require or answer any questions you may have. Thank you for considering my application.

Your Sincerely,



Kisirinya Joseph Nyasari

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 ***255752 801 267***

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