INNOCENT S MWAMSOJO

**P.O.BOX 5080**

**DAR ES SALAAM**

**0688059576**

**05 JANUARY 2024**

**HIRING MANAGER,**

**DANVAST CAREER SEARCH,**

**P.O.BOX 14110**

**DAR ES SALAAM-TANZANIA.**

Dear Sir;

**RE:APPLICATION FOR ACCOUNTANT POSITION**.

Refer to the heading mentioned above. My name is innocent samweli aged 26 years old, Tanzanian living in Da Es Salaam. I am currently holding a Bachelor Degree of Commerce in Accounting and a CPA candidate expecting to seat for the NBAA exams in November, 2024. I recently passed by the recruitment portal and noticed you had opened for the assistant accountant position. I would be pleased if you would consider me for the job. My competency in the area of accounting is solid. My previous job required me to prepare trial balances, to assist in the reconciliation of the accounts receivable ledger to the general ledger, and to prepare and distribute customer statements. I was also responsible for resolving payment disputes and other billing issues. Where necessary I escalated issues around sensitive or unresolved matters to the Loan Administrator.

I have completed numerous projects revolving around accounts payable, accounts receivables, month-ends closings, I have gained in depth skills in information technology communication (ICT) and great experience with tools like excel, Tally and QuickBooks

I am very excited about the potential to join your team, and I am confident you will see I am an asset to your company. You can reach me at (+255) 688059576 at your convenience. I will be happy to provide any additional details you require. I am enclosing my resume and copies of my reference letters. I believe you will find them more than satisfactory

Respectfully ,

**i.sojos**

**INNOCENT S MWAMSOJO**