

[Your Full Name]
[Your Professional Title]
[Phone Number]
[Email Address]
[LinkedIn Profile URL]

[Date]

[Hiring Manager Name]
[Title]
[Company Name]
[Company Address]

Dear [Mr./Ms./Mx. Surname],

I am writing to formally express my interest in the [Job Title] position at [Company Name], as recommended to me by [Referral Name], [Referral's Title/Relationship]. Having followed [Company Name]'s recent [market expansion/financial performance], I am eager to contribute my expertise in high-level financial modeling and strategic planning to your executive team.

With over [Number] years of experience in fiscal management and corporate strategy, I have a proven track record of optimizing capital structures and driving profitability. In my previous role at [Previous Company], I led initiatives that resulted in [Key Achievement, e.g., a 15% reduction in operational costs] and oversaw a portfolio valued at [Dollar Amount]. I am confident that my analytical rigor and leadership style align with [Company Name]'s commitment to [Value/Mission].

My expertise includes:

- Advanced Financial Planning & Analysis (FP&A)
- Risk Mitigation & Compliance
- M&A Due Diligence & Valuation
- Executive Stakeholder Reporting

I would welcome the opportunity to discuss how my background in financial oversight can support [Company Name]'s upcoming fiscal objectives. Thank you for your time and for the consideration via [Referral Name].

Sincerely,

[Your Signature]
[Your Printed Name]