

**[Your Full Name]**  
[Your Address]  
[Phone Number] | [Email Address]  
[LinkedIn Profile URL]

[Date]

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

Dear [Mr./Ms./Mx. Last Name],

I am writing to express my interest in the Junior Financial Analyst position at [Company Name], as recommended to me by [Referral Name], [Referral's Title/Relationship]. Having closely followed [Company Name]'s recent [Market Initiative/Project], I am eager to contribute my analytical skills and financial modeling proficiency to your esteemed team.

Currently, I hold a [Degree Name] in [Major] from [University Name]. During my academic tenure and [previous internship/relevant experience], I developed a strong foundation in [Specific Skill, e.g., DCF modeling, variance analysis, or SQL]. I am particularly adept at translating complex data sets into actionable insights that support strategic decision-making.

My background includes:

- Assisting in the preparation of [Report Type] to optimize [Financial Metric].
- Utilizing [Software, e.g., Excel/Tableau/Bloomberg] to streamline forecasting processes.
- Collaborating with cross-functional teams to monitor budget adherence and identify cost-saving opportunities.

I am impressed by [Company Name]'s commitment to [Company Value or Goal] and am confident that my technical aptitude and attention to detail align with the standards of your finance department. I look forward to the possibility of discussing how my background can support [Company Name]'s financial objectives.

Thank you for your time and consideration.

Sincerely,

[Your Signature (if sending by mail)]  
**[Your Full Name]**