

[Your Full Name]

[Your Phone Number] | [Your Email]

[LinkedIn Profile URL] | [City, State]

[Date]

[Hiring Manager Name]

[Title, e.g., Director of Strategic Finance]

[Company Name]

[Company Address]

RE: Referral for Strategic Financial Analyst position - [Your Name]

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

I am writing to formally express my interest in the Strategic Financial Analyst position at [Company Name]. I was encouraged to apply for this role by **[Referral Name]**, who currently serves as **[Referral's Title]** within your **[Referral's Department]** department.

Having followed [Company Name]'s recent [mention a recent company milestone, e.g., market expansion or product launch], I am impressed by your data-driven approach to long-term growth. With [Number] years of experience in financial modeling, forecasting, and cross-functional business partnering, I am confident that I can provide the actionable insights necessary to support your strategic objectives.

In my previous role at [Previous Company], I achieved the following:

- Developed complex financial models that [resulted in X% cost savings or revenue growth].
- Identified key market trends and variance drivers to advise executive leadership on [Specific Project].
- Streamlined reporting processes, reducing monthly close cycles by [Number] days.

[Referral Name] has spoken highly of the collaborative and high-performance culture at [Company Name], and I am eager to bring my analytical rigor to your finance team. I look forward to the possibility of discussing how my background in strategic planning and corporate finance aligns with your current goals.

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]