

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

[Date]

[Hiring Manager Name]
[Company Name / Financial Institution]
[Company Address]

RE: Application for Junior Financial Analyst Position

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

I am writing to express my strong interest in the Junior Financial Analyst position at [Company Name]. Having served as a Bank Teller for [Number] years at [Current/Previous Bank], I have developed a robust foundation in financial operations, regulatory compliance, and client service. I am now eager to leverage my analytical mindset and technical skills to contribute to your investment/corporate finance team.

During my tenure as a teller, I managed high-volume cash transactions with [Percentage]% accuracy and identified discrepancies through rigorous daily audits. Beyond transactional duties, I actively contributed to [mention a specific achievement, e.g., cross-selling financial products or improving reporting efficiency]. This experience has honed my ability to interpret financial data and understand the practical implications of market trends on consumer behavior.

In preparation for this transition, I have completed [mention certifications, e.g., CFA Level I, Excel Modeling course]. I am proficient in [list software, e.g., Bloomberg Terminal, Python, or advanced Excel functions]. My background at the branch level provides me with a unique "front-line" perspective on financial health and risk assessment that will be an asset when performing [mention a specific job duty, e.g., variance analysis or portfolio monitoring].

I am confident that my blend of operational experience and analytical training makes me a strong candidate for [Company Name]. I welcome the opportunity to discuss how my background in banking can support your financial goals.

Sincerely,

[Your Signature]
[Your Printed Name]