

[Your Full Name]
[Phone Number]
[Email Address]
[LinkedIn Profile URL]
[City, State, Zip Code]

[Date]

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

Dear [Hiring Manager Name],

I am writing to express my strong interest in the **Financial Analyst** position at [Company Name]. Currently serving as a Retail Bank Teller at [Current Bank Name], I have developed a robust foundation in financial regulations, transaction accuracy, and client relations. I am now eager to leverage my analytical mindset and [Degree Name, e.g., Finance/Economics] background to contribute to your corporate finance team.

During my tenure in retail banking, I have consistently demonstrated an ability to handle complex numerical data while maintaining meticulous attention to detail. Beyond standard teller duties, I have proactively [mention a specific achievement, e.g., assisted in branch reporting, identified trends in customer deposits, or mastered Excel for personal tracking]. These experiences have sharpened my ability to interpret financial data and translate it into actionable insights.

My transition from retail operations to financial analysis is backed by:

- **Analytical Proficiency:** [Mention software skills like Excel, SQL, or Tableau].
- **Risk Assessment:** Strong understanding of AML, KYC, and internal audit compliance.
- **Financial Modeling:** [Mention any relevant coursework, certifications like CFA/CMA, or personal projects].

I am impressed by [Company Name]'s reputation for [mention a specific company value or recent project]. I am confident that my practical experience in the banking sector, combined with my quantitative skills, makes me a valuable asset to your analysis department.

Thank you for your time and consideration. I look forward to the possibility of discussing how my background can support the financial goals of [Company Name].

Sincerely,

[Your Signature]
[Your Typed Name]