

[Your Full Name]

[City, State, Zip Code] | [Phone Number]
[Email Address] | [LinkedIn Profile URL]

[Date]

[Hiring Manager Name]
[Title, e.g., Chief Executive Officer or Board Chair]
[Company Name]
[Company Address]

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

I am writing to express my interest in the Executive Chief Financial Officer position at [Company Name], as advertised in [Source]. With over [Number] years of experience in fiscal management, strategic planning, and corporate governance for [Industry/Sector], I have a proven track record of driving capital efficiency and sustainable growth.

In my most recent role as [Current/Previous Title] at [Previous Company], I oversaw a budget of \$[Amount] and spearheaded initiatives that resulted in a [Percentage]% increase in EBITDA. My expertise lies in aligning financial strategy with long-term corporate objectives, managing complex M&A activities, and optimizing capital structures to maximize stakeholder value.

I am particularly drawn to [Company Name] because of [Specific Reason, e.g., your recent expansion or commitment to innovation]. I am confident that my experience in [Skill 1: e.g., risk mitigation], [Skill 2: e.g., financial digital transformation], and [Skill 3: e.g., investor relations] will contribute significantly to your executive leadership team.

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

Sincerely,

[Your Typed Name]