

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

[Date]

[Hiring Manager Name/Rank]
[Title/Selection Committee]
[Agency Name]
[Department/Division]
[Agency Address]
[City, State, Zip Code]

RE: [JOB TITLE] - [JOB ANNOUNCEMENT NUMBER]

Dear [Mr./Ms./Director/Special Agent in Charge] [Last Name],

Please accept this formal application for the Forensic Accountant position within [Agency Name], as advertised on [Platform/USAJOBS]. With a background in [Accounting/Finance/Criminal Justice] and [Number] years of experience in financial investigations, I am committed to applying my technical expertise to support the mission of [Agency Name] in maintaining fiscal integrity and investigating financial crimes.

Throughout my career, I have developed a specialized skill set in identifying illicit financial patterns and reconstructing complex transactions. My experience includes [mention key skill: e.g., asset tracing, anti-money laundering, or litigation support] within [Private Sector/Law Enforcement/Regulatory Agency]. I am proficient in utilizing [mention software: e.g., Excel, SQL, Tableau, or specialized forensic tools] to analyze large datasets and generate evidence-based reports suitable for legal proceedings.

During my tenure at [Current/Previous Employer], I successfully [mention a specific quantifiable achievement: e.g., uncovered a \$X fraud scheme or improved audit efficiency by X%]. I hold a [CPA/CFE/CFF] certification, which has provided me with the rigorous ethical and technical framework necessary to serve as a high-level subject matter expert in government investigations.

I am particularly drawn to this role at [Agency Name] because of your recent initiatives in [mention a specific agency focus: e.g., counter-terrorism financing or white-collar crime]. I am a U.S. citizen [and hold an active security clearance at the X level], prepared to undergo the necessary background checks and travel requirements inherent to this position.

Thank you for your time and consideration of my application. I look forward to the possibility of discussing how my investigative experience and technical proficiency can contribute to the objectives of [Agency Name].

Sincerely,

[Signature (if sending by mail)]

[Typed Full Name]