Obinna Balogun
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The Human Resources Manager
Mark Calthers Consulting Limited (MCC)
Gbagada, Lagos

Dear Hiring Manager,

APPLICATION FOR THE POSITION OF AUDITOR

I am writing to apply for the position of Auditor at Mark Calthers Consulting Limited (MCC), which I saw advertised on Omadaily. Mark Calthers Consulting Limited (MCC) is a respected name in consulting & Professional Services, and I would welcome the chance to grow my career with your team.

I hold a B.Sc. Accounting from University of Lagos, and I have 5 years of experience, most recently as an Auditor at Unity Square Ltd. In this role I lead field work on audits of companies with turnover up to N20 billion, and I test internal controls and report weaknesses to management.

I admire the standards of professional work at Mark Calthers Consulting Limited (MCC), and I am thorough, discreet and comfortable meeting client deadlines. I am also skilled in audit planning, risk assessment and internal controls testing.

I have attached my CV for your review. I would be glad to attend an interview at your convenience to discuss how I can contribute to Mark Calthers Consulting Limited (MCC). Thank you for your time and consideration.

Yours faithfully,

(Signature)
Obinna Balogun

Free sample from omadaily.com. Edit it to fit your own experience.