Re: Forensic Accountant job application from Roberta Jam

Dear Ms. Stewart,

On December 1, I submitted my resume and cover letter to Cam Corp. for the role of forensic accountant. I am writing today because it's been two weeks, and I wanted to follow up to see if I am a candidate for the position.

I am excited to work for Cam Corp. in this role and feel that my skills, education and experience make me an excellent fit. I am a CPA with more than a decade of experience in corporate accounting. In my most recent role, at Marxie, a Fortune 500 technology company, I lead the forensic accounting team as a manager.

At your request, I can submit additional information and references to demonstrate my qualifications. Please contact me with any questions, and thank you for your time.

Sincerely,  
Roberta Jam  
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813-555-0012