

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

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

Re: Letter of Intent for Chief Financial Officer (CFO)

Dear [Hiring Manager Name],

I am writing to formally express my interest in the Chief Financial Officer position at [Company Name]. With a proven track record in financial strategy, capital management, and operational leadership, I am confident in my ability to drive the financial health and long-term growth of your organization.

Throughout my career, I have successfully led financial departments through [mention specific experience, e.g., mergers, acquisitions, or rapid scaling]. My expertise includes:

- Strategic financial planning and analysis.
- Risk management and corporate governance.
- Optimizing capital structure and managing investor relations.
- Implementing advanced financial technologies and automated reporting systems.

I am drawn to [Company Name] because of its [mention a specific company achievement or value]. I am eager to bring my fiscal discipline and strategic vision to your executive team to ensure continued profitability and stakeholder value.

I look forward to the opportunity to discuss how my leadership can contribute to the future success of [Company Name]. Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]