

CHARLES WALSTON B.Comm. (Hons.)

1636 AnyStreet | Ottawa, ON | 613.363.5559 | charleswalston1@gmail.com

Financial Analyst | Chartered Professional Accountant Candidate

Analytical Problem Solver • Strategic Communicator • Relationship Builder • Solutions-Focused

Date

Human Resources Department
The Home Depot Canada
Toronto, ON

RE: **Financial Analyst**

Dear Hiring Manager:

As a passionate, business-minded professional, I aim to gain valuable expertise at Canada's leading home improvement specialty retailer while being part of a unique work culture that focuses on growth and continuous improvement.

As a CPA Candidate, I offer experience in tax preparation, risk assessment, accounting, and auditing. As Tax Preparer Specialist at a leading accounting firm, I completed numerous Canadian personal and corporate tax returns within strict deadlines while identifying tax planning opportunities. Leveraging strong analytical skills, I conducted thorough research on handling complex tax issues in order to formulate value-added solutions.

Here are a few career specifics:

- **Saved \$2,000 on accounting fees and provided assurance on internal controls and recommendations for further improvement.** Conducted monthly merchandise inspections and inventory audits.
- **Ensured smooth business operations.** Managed cash flows, budgeting, bookkeeping records maintenance, and profitability growth through price adjustments of store items.
- **Performed risk assessments, supporting Audit Team to complete special projects and identify gaps.** Used critical problem-solving skills to adjust several business accounts and ensure compliance.

Throughout my experience, I have developed collaborative working relationships with my team members to achieve audit and risk-related objectives. I value teamwork, leadership, and accountability.

Let's discuss how expertise and solid work ethic would benefit the Home Depot's Finance team. I am flexible to travel and can start immediately.

Thank you for your time and consideration.

Sincerely,

Charles Walston

Charles Walston, B.Comm. (Hons.), CPA Candidate

Enclosure: Resume