

*Erica Brown
Financial Crimes Enforcement Network
Human Resources
Public Notice: FINCP/03-005KRH
P.O. Box 39
Vienna, VA 22183-0039*

21 February 2003

Dear Ms. Brown,

Please accept these materials as an application to the Financial Analyst position, GS-0501-09, Department of the Treasury, U.S. Customs Service, Announcement # FINCP/03-005KRH. My experience in domestic and international business and finance, and education including a Masters of Business Administration (MBA) fits your needs well.

Having worked for several firms in the United States and Europe I offer a unique perspective and breadth of experience. Thus I've done work as you describe in the job announcement under real financial and business conditions. For example, my experience includes the analysis and formulation of budgets. I have reconciled data between companies and between divisions of the same company. I have reviewed invoices and other billing documents as part of the financial management of a start-up company. I have also written a wide variety of summaries and reports during the course of my employment history.

This real world experience is bolstered by my MBA. In addition to basic and advanced classes in all aspects of finance, I understand how finances fit into the larger picture of business administration. I believe this perspective is a strong asset in support of the ultimate goals of the Financial Crimes Enforcement Network. And it is these goals, to counter the financial machines of organized crime and terrorism, which ultimately motivate me to apply. My time abroad, especially since the events of 2001, has clearly demonstrated to me the important link between our country and its citizens. I hope to personalize that link by entering public service.

Thank you for reviewing my application materials. I look forward to discussing this position with you. Please feel free to contact me at any time.

Sincerely,

Simone Ledeen