

Topanga Lawrence-Matthews

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Lawrence Finance
Finance Department
General Mills Corporation
Minneapolis, MN 55426

Dear Ms. Finance:

I am writing to apply for your Financial Analyst position (Job Number: 1965). General Mills' dedication to continuous innovation, in both food technology and connecting with consumers, originally piqued my interest in this position. The more I researched General Mills' history and values to the environment, the more I wanted to work for this company. I believe my background in finance, creative problem solving skills, and strong leadership experience make me an excellent fit at General Mills.

I am currently a senior at St. Olaf College majoring in economics with an emphasis in finance. Over the past summer, I interned at the Anderson Financial Group working in the Broker/Dealer's Financial Management division. In that division I handled multiple projects researching security transaction trends in the United States culminating in weekly presentations to my bosses. I also took initiative and sat in on meetings with my boss and key clients to deepen my understanding about brokerage activities. From this experience I developed financial acumen, strong communication, and time management skills.

On Campus I am involved in the Student Government Association as the Environmental Senator. In this role I work alongside my fellow Senators to discuss and vote on important initiatives for the campus. I am also the student advocate for sustainability. In particular, I have worked closely with the administration on the college's new framework plan to ensure our carbon footprint decreases in the future decades. I believe my passion for sustainable efficiency and proven leadership record will suit me well at General Mills.

My résumé is enclosed for your review. Please contact me anytime if you have any further questions. I appreciate your time and look forward to the opportunity to work for General Mills.

Sincerely,

Topanga Lawrence-Matthews