

# Business Project Analyst Cover Letter

28805 Bayer FordsTurnerton, IL 24224

**Dear Azariah Nikolaus,**

I submit this application to express my sincere interest in the business project analyst position.

Previously, I was responsible for technical ESG assistance and assist investment team in improving understanding and integration of ESG factors into investment decisions and throughout the investment process.

Please consider my experience and qualifications for this position:

- Experience in a construction, facility or project management environment
- Advanced communication and interpersonal skills necessary to effectively collaborate within a team environment
- Experience planning own work and prioritizing tasks
- Demonstrated strong computer skills using related software for spreadsheets, word processing and graphics necessary to develop and implement specialized reporting requests
- Demonstrated advanced problem solving and decision-making skills to anticipate, identify, and independently recommend appropriate actions and solutions to complex problems
- Working knowledge of construction projects, operations, and terminology
- Significant experience using Excel spreadsheets
- Six or more months of experience with ICDP super station platform

**Thank you for considering me to become a member of your team.**

Sincerely,

Sam Lynch