

Data Analyst Cover Letter

989 Daugherty CornerMarcomouth, NJ 95607-4566

Dear Drew Goodwin,

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

In my previous role, I was responsible for programming support, which shall include maintaining customized databases for data entry and tracking, querying custom datasets for analysis, developing new functionality as indicated, developing understanding of existing databases, and running descriptive statistics and other computations as requested.

Please consider my qualifications and experience:

- Intermediate level of proficiency with MS Excel (requires VBA, pivot tables, macros, formulas, vlookups)
- Reduce deviations in data quality to ensure smooth order flow from sales hubs
- Outbound supplier rate cards cost accuracy and analysis of lead-time accuracy
- Continuous monitoring/analysis of freight team and planner team performance and internal KPI's to ensure that the company provides best practice service levels to sites globally
- Create routine monthly reports, develop graphs, reports, and presentations of project results
- Data quality management/analysis of our systems
- Provide training in accounts payable and freight operations processes, measurement and monitoring
- Inbound and outbound transit lead time

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

Sincerely,

Morgan Rodriguez