

# Insights & Analytics Cover Letter

49777 Marquardt Junction West Alishia, NY 69521-6402

**Dear Phoenix Spinka,**

I would like to submit my application for the insights & analytics opening. Please accept this letter and the attached resume.

In the previous role, I was responsible for full administrative support Chief Data and Analytics Officer, VP, and Senior Strategy Analyst within the Data Insights & Analytics organization.

Please consider my qualifications and experience:

- Detailed oriented with proven experience helping tie analysis to the “big picture”
- Background in organizational research design, implementation, and analysis
- Experience with machine learning/statistical techniques like regression and decision trees
- Experience with statistical analysis tools such as R, SAS, Tableau, or SPSS
- Passion for and experience with identifying and translating business issues into questions that can be answered with data and uncovering insights that drive business performance
- Maintain discretion and confidentiality with sensitive employee information
- Strong Communications - both efficient and succinct in verbal and written communications
- Familiarity with advanced analytic and data manipulation techniques and tools

**Thank you in advance for reviewing my candidacy for this position.**

Sincerely,

Tatum Conroy