

# Institutional Research Analyst Cover Letter

5444 Erasmo Village McGlynnberg, NH 62833

**Dear Robin Fisher,**

I would like to submit my application for the institutional research analyst opening. Please accept this letter and the attached resume.

In my previous role, I was responsible for ongoing data collection and analysis using the university's enterprise data systems and statistics for a variety of reports to be provided to leaderships, constituents, and stakeholders.

Please consider my qualifications and experience:

- Experience in analysis using an integrated relational database environment, preferred
- Experience with Tableau software (or similar visualization software) strongly preferred
- Experience in developing and making presentations
- R programming language for statistical analysis and graphics
- Web reporting using PHP, Javascript, HTML, and CSS
- Knowledge of data systems, definitions and procedures
- Knowledge of statistical and analytical survey instruments, protocols and procedures
- Strong interest and aptitude in data analysis

**Thank you for your time and consideration.**

Sincerely,

Tatum Cruickshank