

Institutional Research Analyst Cover Letter

3146 Reba PointsTracymouth, LA 96800-1198

Dear Briar Gusikowski,

In response to your job posting for institutional research analyst, I am including this letter and my resume for your review.

In the previous role, I was responsible for data support to various MBHP research projects, program evaluations, and outcome studies from inception through conclusion, including conducting literature reviews, assisting with project design, creating a data analytic plan, developing data collection instruments, gathering data and monitoring data collection activities, data analysis, data interpretation, and report writing.

Please consider my qualifications and experience:

- Knowledge of programming in SAS (preferred) or SPSS
- Experience in consultative and advising relationships with academic units is preferred
- Knowledge of best practices in survey methodology
- Extensive knowledge of reporting programs such as Business Objects
- Experience using SAS and Tableau preferred
- General knowledge in data collection and analysis techniques
- Proficiency in computer applications such as Access, Excel, Word, PowerPoint, Information management experience, including database programming
- A willingness and passion to learn new hardware/software systems which are consistent with duties

Thank you for taking your time to review my application.

Sincerely,

Emery Prosacco