

Intermediate Analyst Cover Letter

417 Yundt Points West Russell, MO 11732

Dear Armani Effertz,

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

In my previous role, I was responsible for technical input and recommendations to the Operations Shift Manager to expedite service restoration activities or to avoid similar incident reoccurrences by modifying processes.

My experience is an excellent fit for the list of requirements in this job:

- Certifications in Project Management, Six Sigma, Lean, CFA are highly regarded
- Strong foundation of investment knowledge including an understanding of capital markets, market indices, and various securities (equity, fixed income and derivatives)
- Experience with Microsoft Excel and Office
- Work as a key member of small team that provides strategic recommendations on all aspects of Workforce Management including proactive hiring/workforce planning, job models, forecasting & scheduling effectiveness
- Develop and execute on monthly regional reporting on Workforce Management KPIS including forecast accuracy, FTE and staffing model adherence
- Effectively communicate and support internal stakeholders to develop solutions, process improvements for workforce management and staffing models
- Demonstrated understanding of/and exposure to, experience with, responsibility for, and deep understanding of at least two of these security related technologies and practices including but not limited to
- Demonstrated knowledge of TCP/IP stack

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

