

# Monitoring & Evaluation Cover Letter

73934 Jefferey Parkway East Darwinchester, TN 08733-7064

**Dear Riley McLaughlin,**

In response to your job posting for monitoring & evaluation, I am including this letter and my resume for your review.

In the previous role, I was responsible for backstopping for the development of the Project M&E framework aligned with USAID and WVG quality requirements/standards.

Please consider my experience and qualifications for this position:

- Excellent skills in project management, including experience defining and delivering scope on time and developing and managing budgets
- Excellent skills and demonstrated experience in collaboration, facilitation, training, and written and verbal communication
- Conversant with and informed about current industry trends, such as open data, mobile data collection, and data protection
- Fluency in Spanish or French very helpful
- Knowledge and demonstrated proficiency in quantitative and qualitative methods, M&E planning, M&E system improvement
- Demonstrated knowledge in relevant program areas
- Experience in working on collecting data and information for planning processes at the national level
- Experience in working collaboratively with government officers at the national and District level

**Thank you in advance for taking the time to read my cover letter and to review my resume.**

Sincerely,

Max Toy