

Research Assoc Cover Letter

9828 Kihn Junction South Cindi, GA 02704

Dear Stevie Schmidt,

I am excited to be applying for the position of research assoc. Please accept this letter and the attached resume as my interest in this position.

Previously, I was responsible for instruction to weatherization students in the classroom and in the field using innovative, effective, and measurable methodologies, and instruct agency and the Office of Energy Assistance (OEA) staff in field settings using specialized diagnostic equipment.

Please consider my qualifications and experience:

- Supervising student research staff
- Updating the research group's website
- Prior experience administering study questionnaires and interviews, with experience in administering neuropsychological instruments preferred
- Proficiency with statistical and publishing software, , SPSS, SAS, and EndNote
- Experience managing and supervising undergraduate student research volunteers
- Academic knowledge in a health behavior/health education, communication or health marketing
- Working knowledge of Microsoft office programs (word, power-point, excel)
- Experience with or background in additional programs to aid in the development of materials

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

Sincerely,

Spencer Adams