

ANURAG REDDY



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COVER LETTER

Dear Sir/Madam:

I am writing in regard to the Business Metrics Analyst position. I am interested and excited about the position, because as a current team member at Quicken loans it offers an ideal opportunity to get my foot in the door and gain practical experience within the world of Business/Data Analytics and would be a perfect way to develop my skills. I'm a graduate at Michigan State University and pursuing my career path centered around Data/programming.

Currently I work as an Executive Document Processing Specialist at Quicken Loans. I started this position in February 2020 and I have exceeded expectations and even skipped the Senior Tier to get to the current Executive Tier role. I love to be challenged, to work hard, and to excel. Besides my work here at Quicken Loans, I had also worked as a scribe at the ISDS (In Scribe documentation services) company at St. Josephs Hospital in Pontiac Michigan where I follow HIPPA rules to update patient data to help physicians using an online software system called FirstNet. I also worked as a Document Review Specialist at a Digital Forensics company called N1Discovery where I looked through confidential documents and helped with investigative work for clients using a software program called Relativity.

I am very interested in working as Business Metrics Analyst. I feel that my abilities, interests, and experiences will help me to succeed. I would like to start working immediately. Looking forward to getting an interview and discussing my qualifications for the position. However, if you need any more information from me, or if you have any questions, please feel free to call me at (248) 918-3733.

Sincerely,

Anurag Reddy