

**Arsheya Talebi**

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**Hiring Manager**

[Meta]

[Melo Park, California]

Dear Hiring Manager,

To show my interest in the [Data Analyst] post at [Meta], I'm writing.

With a solid background in programming, data analysis, and customer service, I offer both technical know-how and people skills that are well suited to this position's requirements.

I've become proficient in Python, SQL, Java, and C++ during my time at Montgomery College, where I'm working for an information systems degree. I've also improved my proficiency with Microsoft Projects and spreadsheets, which has given me the tools I need to efficiently handle and examine large, complicated datasets. With consistently above-average marks and a demonstrated capacity to manage several objectives, my academic success demonstrates my commitment.

Along with my technical expertise, my work experiences have improved my communication and flexibility abilities. I was able to effectively handle client relations, navigation, and logistics in a hectic setting while working as an Uber driver. As the initial point of contact for clients, my position at Camp Sunshine further improved my capacity to offer courteous, professional service. I've learned from these experiences how crucial teamwork, problem-solving, and keeping a customer-focused mindset are.

[Meta] particularly appeals to me because of its stellar reputation for innovation and dedication to quality. I am sure that I could make a significant contribution to your team's success with my blend of technical expertise, critical thinking, and teamwork.

I appreciate you taking a look at my application. I would appreciate the chance to talk about how my experience and abilities meet your needs.

Sincerely,

Arsheya Talebi