

Bonjovi Sanchez

Mandaluyong, Metro Manila Philippines

+639219304534

bonjovi.n.sanchez@gmail.com

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Dear Mr./Ms. Manager,

I am grateful for the opportunity to apply for the Data Analyst position at “Your Company” on indeed.com. Storytelling through data analysis and visualization will be valuable asset, and I graduated with a four-year degree in Information Technology from Pateros Technological College. Data analysis is a full-time commitment, and it is essential to always look for ways to improve a company’s outreach. A successful data analysis campaign is crucial to the long-term of any company, and I believe that my unique skills set is perfect for this job.

In my previously worked in the Office Admin and Operation at JF TECH IND'L SERVICES INC., and I organized managed a team of 8-10 employee, and customized salesforce solution the documents that have been completed, and maintain and analyzed the data is wide variety of successful admin campaigns. My primary goal was to provides valuable services, enabling work processes to operate seamlessly and decision makers to focus on value added tasks and responsibilities, and I believe that a company should continually look for ways to improve and reach new clients thought innovative campaigns.

Thank you for taking the time to read my cover letter. I hope to speak with you soon and learn more about the opportunities for a Data Analyst position at “Your Company”. Working in the Data Analyst field is a fantastic opportunity, and I believe that I am a great fit at “Your Company” with my unique skills set and which related to my experience.

Sincerely,

Bonjovi Sanchez