

Ingri Katherine Quevedo Rocha

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Hiring Manager
National Association for Latino Community Asset Builders (NALCAB)
Washington, DC

Cover letter to apply for the role Public Policy Analyst

Dear Hiring Manager,

I am writing to express my enthusiasm for the Public Policy Analyst position at the National Association for Latino Community Asset Builders (NALCAB). With a strong background in economic research, public policy analysis, and a commitment to advancing economic mobility in underserved communities, I am confident in my ability to contribute effectively to NALCAB's mission.

In my current role as a Research Fellow at the Inter-American Development Bank, I have honed my skills in preparing research papers, conducting econometric and statistical analyses, and providing comprehensive support in project management. My work involves extensive data compilation, literature reviews, and participation in academic discussions, all of which have equipped me with a robust foundation in policy analysis and economic research.

My experience as a Quantitative Research Assistant at Pontificia Universidad Javeriana further solidified my ability to analyze industry-specific data, particularly focusing on the care sector and gender disparities in the labor market. This role required meticulous data management using STATA, creating policy briefs, and organizing training workshops, demonstrating my capacity to handle complex datasets and translate findings into actionable insights.

Additionally, my consulting work with UN Women Colombia and the United Nations Population Fund (UNFPA) involved processing data, estimating statistics, and developing indices to empower immigrant women and address the impacts of COVID-19 on vulnerable populations. These experiences underscore my proficiency in conducting policy-relevant research and generating evidence-based recommendations.

My technical expertise includes programming languages such as Stata, Python, SAS, R, SQL, and QGIS, alongside strong capabilities in LaTeX and Power BI. These skills enable me to

perform rigorous data analysis and present findings effectively, ensuring that policy briefs, fact sheets, and presentations are both insightful and impactful.

I am particularly drawn to NALCAB's focus on supporting Latino communities through policy advocacy, training, and resource allocation. I am eager to contribute to your efforts in addressing gentrification, supporting small business growth, and enhancing financial counseling services. My bilingual proficiency in English and Spanish will allow me to engage effectively with diverse stakeholders and contribute to NALCAB's advocacy initiatives.

I am excited about the opportunity to bring my expertise in public policy analysis and my passion for economic development to NALCAB. Thank you for considering my application. I look forward to the possibility of discussing how my background, skills, and experiences align with the goals of your organization.

Sincerely,

Ingri Katherine Quevedo Rocha