

Armaan Sood  
1812 S Hardy Dr  
Tempe, AZ 85281  
+1 (480) 979-8092  
asood22@asu.edu

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School of Transborder Studies  
Arizona State University  
Tempe, AZ

Dear Hiring Manager,

I am writing to express my enthusiasm for the Research Aide: Agua es Vida position with the School of Transborder Studies. As a dedicated student with a background in social sciences, combined with my passion for community engagement and research, I am excited about the opportunity to assist in the important work surrounding water knowledge and use among Latinxs in the Phoenix metropolitan area.

Through my academic studies in [Your Major, e.g., Sociology or Environmental Studies], I have gained a solid understanding of research methodologies, particularly in survey data management and analysis. I have hands-on experience using SPSS and other statistical packages to process and analyze data, and I am skilled in executing data analysis that informs meaningful research conclusions. My coursework has included projects that required managing survey data as well as implementing bibliometric analysis tools to support research findings.

Being bilingual in Spanish and English allows me to effectively communicate with diverse communities, and I have a proven track record of establishing connections with local organizations. I am enthusiastic about the prospect of engaging with Latino community organizations in Arizona, which is essential for coordinating the collection of survey data and ensuring the project addresses the relevant cultural contexts and perspectives.

In previous roles, I have developed strong organizational skills that enable me to gather and assemble information from various sources efficiently. I am adept at creating bibliographies and editing citations, and I take pride in paying close attention to detail, particularly in report writing and graphic design. My ability to review and edit reports will ensure that our findings are communicated clearly and accurately.

Additionally, I am looking forward to leveraging my skills to assist in the design and administration of online surveys, as well as overseeing data collection efforts. I am committed to contributing positively to the research team under the guidance of Dr. Francisco Lara-Valencia and the other project leads.

Thank you for considering my application for the Research Aide: Agua es Vida position. I am excited about the opportunity to contribute to this vital initiative and look forward to discussing how my skills and experiences align with the goals of your research team.

Warm Regards,  
Armaan Sood