Harvard Business School  
Soldiers Field  
Boston, MA 02163  
  
April 8, 2018

Dear Hiring Committee,

I am seeking employment at Harvard Business School because I am looking to advance my career in data analysis and lend my skills and talents to one of the most prestigious institutions in the world. I would like to hone my skills in research, data analysis, programming, and statistical writing while exploring other applications of big data outside of the field of public policy. Working at HBS would give me all of these opportunities and enable me to continue my career in data science.

I am applying for the Research Associate position in the Division of Research and Faculty Development because I feel that my background and skillsets would make me an asset to the team. At the School of Public Policy and Urban Affairs, I worked with many principal investigators on a myriad of grand funded projects covering almost all aspects of public policy. I was hired initially as an undergrad, for a summer job, and my quantitative and technical talents were quickly recognized and I found myself being pulled onto more and more projects to provide any and all data manipulation and analysis.

I am very well versed in R, which began as an intro class when I started my Master’s and is now an integral part of my everyday work. Where some wanted to keep using excel or SPSS to run analysis, I saw the opportunity to use R and develop not only quality statistical analysis, but also better visual representations of the data from simple ggplot outputs to shiny apps written to showcase geographical differences in data at different levels. Due in part to my policy background and skills in R, I was hired by the Boston Area Research Initiative (BARI) to head up housing and transportation data projects. Since January 2018, I have built an automated web scraper that collects, stores, and cleans Craigslist data, and most importantly I built, set up, and maintain a local storage server for BARI which is now used to back up all big data files and host local geocoding software.

Now, as I near the end of my graduate studies, I feel that I have outgrown my former roles and want to seek a new challenge, working with even larger datasets, developing insights that can further the mission of the company. I want to brave the new frontier in my budding data science career and working at Harvard Business School would allow me to do so. I take genuine joy in researching, cleaning data, analyzing the datasets, and reporting the story within the data.

I look forward to hearing from you at your convenience. Thank you for your consideration.

Sincerely,

James Huessy