NICKOLAS LAL

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December 17, 2020

Simply Green Home Services
Re: Business Analyst

Dear Recipient,

It is with great interest that I am applying for the Business Analyst position at Simply Green Home Services. I am very passionate about turning data into useful information that can be used for decision making. I believe my educational background and work experience have provided me with the necessary skills and experience needed to succeed as a budding data analyst. After reviewing the job position, I believe I will be a valuable Business Analyst for your firm.

Completing a Certificate in Advanced Science and Predictive Analytics and a certificate in Big Data Analytics at York University has allowed me to expand my data analysis knowledge and toolset. For example, I have experience using various software and programming languages such as Python, R, SQL, Apache Hadoop and more through multiple projects and assignments. For my capstone project I used Python to look at the marginal difference in price for tenured vs new renters in Toronto, specifically apartments. The purpose of the project was to predict rental prices. This education coupled with my undergraduate degree in economics and finance, has given me an enriched understanding of statistics, risk management, strategic decision making, demand planning, data provisioning and analysis and much more. In addition, I also completed my Lean Six Sigma greenbelt level certification and all three levels of Power Excel workshops which helped me further develop extensive computer and analytical skills in different software including Microsoft PowerPoint, Access, Excel and Word.

Working as a Senior Specialist initially in Custody, and now in Institutional Pension Accounting at CIBC Mellon, I am continuously learning about the securities, pension, and custodian banking/trustee industries. CIBC Mellon taught me to work quickly, but accurately, and both independently and in a team setting, all while maintaining the highest level of confidentiality and client service. In the role I am also constantly improving my leadership, time management, ability to adapt to changing environments all while working under pressure to meet harsh deadlines. I am also greatly improving my interpersonal skills. In fact, my team and I were awarded the 2019 Q3 Client Experience Award for providing exceptional service to multiple top-tier, sensitive clients. Furthermore, working as a supervisor at FreshCo and an assistant manager at Big Al's has provided me with valuable experience in a leadership position that involved multi-tasking, delegating tasks and allocating resources, whilst providing the highest level of customer service possible. Although I do not have direct work experience in data analysis, I am determined to further my knowledge and skills through continuing education and continuing my pursuit for a career in the field.

Please refer to my resume for additional information regarding my proficiencies and achievements. I am positive that I would be a great fit for the role as my personal and professional values fit well with that of the organization. I am an eager candidate and an extremely willing learner with a very strong work ethic, looking for support and growth. Please feel free to contact me at either 647-927-2904 or nick-lal@hotmail.com at your earliest convenience. Thank you for taking the time to consider my application, I look forward to hearing from you.

Sincerely,
Nickolas Lal