

Dear Hiring Manager,

I am writing to express my interest in the position as advertised. With 3 years of experience in **Data Analysis, Business Intelligence, and Management Information (MI) Reporting**, coupled with a Master's degree in **Data and Decision Analytics** from the University of Southampton, I am confident in my ability to contribute effectively to your team. My background aligns well with the key responsibilities outlined in the job description, particularly in supporting data analysis projects, developing dashboards, and translating technical findings into actionable insights for business stakeholders.

In my most recent role as a **Business Intelligence Developer** at Team Computers Pvt Ltd, I honed my skills in **SQL, Python, Power BI, and Qlik** to analyse and present data for a healthcare insurance client. I developed and automated over 100 business-as-usual reports, which significantly boosted productivity. My work on optimising SQL queries and Power BI models resulted in a 95% data accuracy rate and a 3-hour reduction in data processing time.

Key highlights of my qualifications include:

- **Data Collection & Analysis:** Proficient in **SQL** and **Python** for data extraction, cleaning, and analysis to meet business needs.
- **Data Visualisation:** Extensive experience using **Power BI, Tableau, and Qlik** for creating insightful dashboards and reports.
- **Communication:** Proven ability to present complex data insights to **non-technical stakeholders**, ensuring clarity and actionable recommendations.
- **Machine Learning & Statistical Modelling:** Familiar with **Random Forest, Decision Tree**, and other ML techniques.

I am particularly excited about this opportunity as it aligns with my passion and my skills in **data analysis** and **dashboard development** would be directly applicable to providing valuable insights to company. Additionally, my background in **data quality validation** and **cross-functional collaboration** ensures high standards of accuracy and alignment with client objectives.

I am eager to contribute to your team's success and would welcome the opportunity to discuss my qualifications further. Thank you for considering my application.

Sincerely,
Vyom Khanna