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| {{today\_date}}  {{hiring\_manager\_name}}  {{my\_address}}  {{phone\_number}}  {{email}}  Dear [Mr./Mx./Ms.] {{hiring\_manager\_name}},  I am an enthusiastic person who is looking for improving skills in {{job\_position}}. I have always been good with numbers, and working in data analysis has been a goal of mine since I applied my skills and problem-solving strategies to lead projects in my teaching career. I believe I can extend my skills working for your company.  Your job posting mentioned that you're looking for an analyst with experience in Python, Tableau and Statistical modelling techniques. During my previous role as a mentor, I used Python and Tableau on a daily basis to deliver to needs of the my project team. I've also been pursuing my passion for data, both at work and in my spare time. After the data preparation and data manipulation processes, the dashboard was prepared and this dashboard, which was prepared via embed code, was made to be followed live on the website (Google sites). Over the past year, I've been able to achieve the following:   * Automated repetitive application forms and provide feedback which enabled my team to halve the project delivery process. * Completed the Advanced Google Analytics Certificate. * Completed Tableau and Python certification courses.   I'm thrilled at the opportunity to use these experiences to fuel data-driven decisions at {{company\_name}}, and I'm keen to continue developing my skill set on the job. I am available for a Video call or in-person meeting to discuss how I can help {{company\_name}} with improving market product performance through data. Please feel free to reach out to me for an interview at {{my\_phone}} or {{my\_email}}  Sincerely,  **{{my\_name}}** | | |