Your name

Your address

City, country

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Name of company

Company’s loation

City

Date

Dear Sir/ Madam,

**APPLICATION FOR THE POSITION OF DATA ANALYST**

With reference to the subject mentioned above, I am interested in applying for the position in your company.

I came across to your job advertisement on “job street” page. I am strongly interested in the position as I did my specialism in data analytic. I am a fresh graduate from ASIA PACIFIC UNIVERSITY with BSc (Hons) in Computer Science as mentioned above.

After perusing your detailed job advertisement, I firmly believe that I will be a competent candidate for this position. I have been exposed to diverse skill set during my undergraduate studies. They include PYTHON programming language, Object Oriented Development with JAVA, mathematical concepts, Networking, Database Management, C Programming, system development, Enterprise development, Concurrent programming, Data structures, business intelligence system, project management. To further enhance my skill, I took a step forward and gain more knowledge about data mining as I believe data is an asset in the current era. I have an extreme interest in this field, and constantly update myself with the new development and research in this field. With my knowledge in analysing data, I believe to be a great asset to your company as I am able to establish different strategies and derive new information as a data analyst.

I am a fast learner and always open for learning. Having involved in multiple projects throughout my undergraduate studies, I found myself to be a good team player and can adapt myself to a new working environment easily. I am looking forward to work with your company to gain more experience and get a chance to contribute towards the betterment of your organization.

I hereby attach my curriculum vitae with details of my experience and education gained.

Thank you for your consideration. I look forward to hear from you.

Kind regards,

Name