January 13, 2021

Dear Hiring Manager,

My name is Aaron Gan, and I am a recent Information Systems Graduate looking to leverage my proven skills and learning potential to deliver investment portfolio analytics support for clients as an Analyst at Blackrock. I’m fascinated by solving problems and establishing a career in financial data analytics has been a long-term goal of mine. My academic career at Kennesaw State University has taught me how to think strategically about identifying problems and providing solutions. I believe that this experience has prepared me for Voya’s Associate Analyst role.

My greatest strength is my curiosity and desire to learn. In my coursework, I have completed courses in Finance and Data Mining. I personally enjoy markets and investing has become a regular behavior of mine. I am the type of person who asks the right questions, utilizes their resources, and is determined to find the best solutions.

Your job posting mentioned that you’re looking for a candidate with knowledge of Data and AI. I’ve been pursuing my passion for data analytics, both in school, work, and my spare time. Over the past year, I have been able to achieve the following:

* Built a click-automation script using Python to delete invoices considered uncollectible thus reducing the risk of bad debt on the company’s balance sheet
* Completed the Celonis Analyst Training Track Certificate, which included extensive coursework in both business process improvement, dashboarding and SQL
* Completed the Coursera: What is Data Science? and Python of Data Science, AI and Development Courses offered by IBM, in pursuing the IBM Data Science Professional Certificate

I’m thrilled at the opportunity to use these experiences to create customized analytical solutions at Blackrock, and I’m determined to continue developing my skill set in this role. I am available for a call or avritual meeting to discuss how I can assist you and your team in providing analytical support to the traders and asset managers at Blackrock.

Thank you for your consideration,

Aaron Gan, Aspiring Data Analyst