

John Ericsson I. Robarios

Engineering Graduate

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To

ISS Governance

Manila, NCR

Dear Hiring Team,

I am writing to express my interest in the Junior Data Analyst position with your company. I learned about your company through LinkedIn and, after visiting your website, I have immersed myself in your groundbreaking work as a proxy advisory firm.

Currently, as an engineering fresh graduate, I am taking online courses to further expand my competency and earn qualifications in the fields of Data Science. While I have a comprehensive Aeronautical engineering background, I wish to focus my emphasis on making sense of data and deriving insights from it. I feel that your agency places prominence in similar areas and having the privilege of serving as an associate with you will increase my learning opportunities and give me the exposure I need to advance my career while using the skills I've already learned. I want to help others make the right decisions, data-driven decisions.

Due to COVID-19 restrictions, the aviation industry took a major dip. As a fresher, this posed some serious problems in my job search. With the licensure examination postponed, I felt stuck on whether I continue my review or pursue a job. As an orphan, I don't have the luxury to sit and wait for the pandemic to cease, I need to provide for my younger brother. While studying Data Science courses, I sold culinary herbs and currently teaching piano and music theory for beginner adults. I am also volunteering in cooking for feeding programs and encoding handwritten data in Excel.

Previously, I held an internship at a Maintenance, Repair, and Overhaul (MRO) company, working on data cleaning on employees' data. During that internship, I had the opportunity to learn Microsoft Access to access the company database and further hone my skills in Microsoft Excel. This experience made me realize how messy data can be and how it slows down the company workflow. For this reason, my interest in how to clean data grew and paved the way for me to learn Python's numpy and pandas in cleaning and aggregating datasets. I believe that my knowledge of data cleaning and analysis could be of interest to you, as the majority of the work of a Data Scientist is in loading, cleaning, and transforming datasets.

I would like the opportunity to meet with you and discuss the job opportunities you have available. Please let me know if you have any questions or would like to see specific work samples. You can reach me by phone at 0927928053 or by email at ercssn@gmail.com.

Thank you for your consideration.

Warmest regards,
John Ericsson I. Robarios

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Engineering Graduate

An Aeronautical Engineering graduate with strong analytical and problem solving skills. Proficient in Python programming language and common BI tools like Excel and Tableau. Capable of manipulating unstructured and/or messy data into a structured or clean form.

EDUCATION

BSc in Aeronautical Engineering

Philippine State College of Aeronautics

07/2014–10/2020

Pasay City, MNL

Relevant Courses

- ♦ Engineering Mathematics and Sciences
- ♦ Probability and Statistics
- ♦ Computer Fundamentals and Programming

INTERNSHIP

Quality Management Safety Management Systems

Lufthansa Technik Philippines

12/2019 - 03/2020

Pasay City, MNL

Tasks

- ♦ Performs data cleaning and wrangling in Excel.
- ♦ Database access through Microsoft Access to validate employees request if they are qualified for a Permit-to-Operate (PTO) of a particular ground support equipment or an Aircraft Towing Permit.
- ♦ Helps in creating presentations for SMS and OSH trainings.

VOLUNTEER EXPERIENCE

Monthly Sales Reporting

Randxell Digital Printing and Photocopy Center

02/2021

Tasks

- ♦ Encoding handwritten data and wrapping monthly summary of sales in Microsoft Excel.

ESSENTIAL SKILLS

Critical Thinking

Communication

Adaptability

Time Management

Attention to Detail

Public Speaking

Problem-solving

Work Ethic



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GENERAL SKILLS

Data Cleaning

Data Analysis

Data Visualization

Machine Learning

Data Wrangling

EDA

Web Scraping

Data Structures and Algorithms

Statistics

Relational Database

Mathematics

TECHNICAL SKILLS

Pure Python

Numpy

Pandas

Matplotlib

BeautifulSoup

Scrapy

Seaborn

SQL

Statsmodels

Scikit-learn

SQLite

MySQL

Excel

Tableau

Access

Jupyter Notebook

CERTIFICATES

Python 3 Programming

University of Michigan (Coursera) 11/2020

<https://www.coursera.org/account/accomplishments/specialization/certificate/FRSDHKP4FU5X>

Excel Skills for Business

Macquarie University (Coursera) 11/2020

<https://www.coursera.org/account/accomplishments/specialization/certificate/VFZ3EKHAS226>

Data Structures and Algorithms

UC SanDiego (Coursera) 04/2021

<https://www.coursera.org/account/accomplishments/specialization/certificate/JCW9LQXRQDY6>

Data Visualization and Communication with Tableau

Duke University (Coursera) 11/2020

<https://www.coursera.org/account/accomplishments/certificate/7G9TF3JW3EP2>

SQL for Data Science

University of California, Davis (Coursera) 11/2020

<https://www.coursera.org/account/accomplishments/certificate/36LZA9R9XTTV>

ORGANIZATIONS

Project S.P.A.R.T.A.

Smarter Philippines Through Data Analytics Research and Development, Training and Adoption (DOST)

11/2020